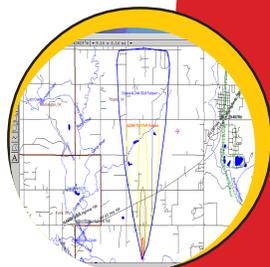
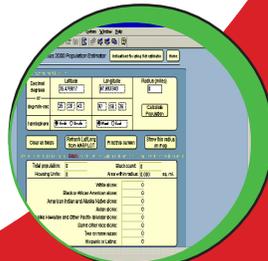




CAMEO Companion for Planners



Arizona Emergency Response Commission
October 2004



FOREWORD

The **CAMEO Companion** is designed to provide a written help resource for all CAMEO Suite users, particularly those who utilize the software on an occasional basis. The Companion developers recognize that while many persons attend CAMEO training courses, the skills gained in those training sessions fade when persons operate the programs infrequently. The CAMEO Companion provides explanations and step-by-step instructions to help CAMEO users perform emergency response and planning activities learned in CAMEO training classes.

It is an integrated resource, compiling information and assistance for the four CAMEO components. It is not intended, nor does it claim, to be comprehensive; the Companion provides refresher-type information for CAMEO functions commonly used in emergency response and planning activities. More detailed explanations regarding the CAMEO products are found in the User Manuals produced by EPA/NOAA which are freely available on the CAMEO website.

The CAMEO Companion features 2 main sections: CAMEO Companion for Responders and CAMEO Companion for Planners. The text allows publication of 1 book containing both sections, or each section may be published as a stand-alone product. The decision as to how best to publish the Companion is left to the discretion of those providing this resource to their constituents.

The developers welcome all comments, criticisms, corrections, and suggestions related to this work.

Questions or comments related to Companion content may be addressed to:

Tom Bergman
443 N.W. 46th Terrace, Oklahoma City, OK 73118
405-528-5518, tom.bergman@sbcglobal.net

Questions regarding publication of the materials may be addressed to:

Daniel Roe
Executive Director
Arizona Emergency Response Commission
5636 East McDowell Road, Phoenix, AZ 85008
602-231-6345, Dan.Roe@azdema.gov

.....

ACKNOWLEDGEMENTS

This work was accomplished through a grant from the Environmental Protection Agency, with additional moral and fiscal support from the State of Arizona, Federal Emergency Management Agency, and U.S. Department of Transportation. True partnerships truly work! The positive support made management of this project by the Arizona Emergency Response Commission (AZSERC) quite easy, but don't let that get around!

CAMEOfm, ALOHA, LandView and MARPLOT are registered trademarks of the U.S. Government. The CAMEO Companion developers wish to take this opportunity to thank both EPA and NOAA for their long-term support of the emergency response and planning communities through the development of CAMEOfm and CAMEOfm-related products.

FileMaker is copyrighted software of FileMaker, Inc. Access, Excel, and Word are copyrighted by the Microsoft Corporation.

The CAMEO Companion team wishes to recognize Tom Bergman for his work in developing and writing the CAMEO Companion and Anne Leitner for her outstanding work as the CAMEO Companion project editor.

The CAMEO Companion team wishes to express our heartfelt gratitude to the CAMEO Trainers nationwide who have given so much of their time and talents to the CAMEO program. Their efforts have been an integral part of the widespread use of CAMEO among the HazMat response and planning community.

DEDICATION

This book is dedicated to Emergency Planners and Responders, both internationally and at home, whose efforts make our world safer from the consequences of Hazardous Materials incidents, and to those who recognize the need to provide the support necessary to sustain and enhance Hazardous Materials detection, prevention, preparedness, response, and recovery capabilities.

*Daniel Roe, Executive Director
Arizona Emergency Response Commission (AZSERC)*

Contents

FOREWORD 3

ACKNOWLEDGMENTS 4

DEDICATION 4

INTRODUCTION 9

 The CAMEO Suite 9

 Structure 9

CAMEOfm: A Relational Database 9

 ALOHA: The Air Dispersion Model 10

 MARPLOT: A Map Viewer 11

 LandView 11

 Development of the CAMEO Suite 11

USING CAMEOFM WITH MICROSOFT OFFICE PRODUCTS 13

 Introduction 13

 Exporting CAMEOfm to Microsoft Excel Process 13

Unzipping the File 15

 Exporting MARPLOT to Microsoft Excel Process 16

 “Copy-and-Paste” from CAMEO Suite Programs
 to Word Processors 21

ENTERING INFORMATION TO THE CAMEO SUITE 23

 Entering Paper Tier 2 Reports To Tier 2 Submit 23

Entering Multiple Facilities 23

Data Entry Tips	24
<i>FileMaker Find Function</i>	24
<i>Validate Record Function</i>	24
<i>Duplicate Record Function for Entering Multiple Facilities</i>	25
Entering Paper Tier 2 Reports Directly To CAMEOfm	25
Moving Records from Tier 2 Submit to CAMEOfm	26
Exporting from Tier 2 Submit Function	26
<i>Create Submission Function</i>	26
<i>Transferring Data from Tier 2 Submit to CAMEOfm</i>	28
<i>Transferring Data from Tier 2 Submit to Microsoft Access</i>	28
<i>Transferring Data from Tier 2 Submit to Microsoft Excel</i>	28
<i>Adding/Entering CAMEOfm Special Locations/ Routes/Resources to CAMEOfm</i>	28
<i>Linking CAMEOfm Special Locations/Routes/ Resources to MARPLOT</i>	29
Using “Copy-and-Paste” to Enter Data to CAMEOfm Modules	29
<i>Entering Site Plans and Other “Image” Files to CAMEOfm</i>	29
Inserting Image Files into MARPLOT	30
<i>Moving the Inserted Picture to the Bottom of the Layer List</i>	31
Adding New Locations to MARPLOT	31
<i>Adding a Single Location</i>	31
<i>Importing Multiple “Simple Point” Locations using Microsoft Excel</i>	32
Importing .TXT files to MARPLOT	35
<i>Converting ArcView Shapefiles to MARPLOT</i>	36
Importing ArcView “simple point” Objects into MARPLOT using Microsoft Excel	37
Importing Lat/Long Spreadsheets into LandView using Microsoft Excel	37
Adding Information to ALOHA	37

Modifying/Editing Chemical Properties in ALOHA 38

Altering/Editing Data 39

Editing CAMEO Records 39

Assigning MARPLOT Objects to Different Layers and Maps .. 43

A Single Object 43

Multiple Objects 43

Multiple Objects using Microsoft Excel 43

LINKING DATA 44

 Linking MARPLOT Objects to CAMEO Records 44

A Single Object to Record: Sharing Menu 44

Multiple Objects and Records: MapData.CAM file 44

Opening MapData.CAM using Microsoft Excel 46

 Linking CAMEOfm Site Plans to CAMEOfm Records 48

A Single Site Plan: Edit Function 49

Multiple Site Plans: SiteDataLink.CAM File 50

 Opening SitePlanLink.CAM using Microsoft Excel 51

GETTING DATA OUT 53

 Making Reports in CAMEOfm 53

CAMEOfm Make Report Function 53

Copy-and-Paste to Microsoft Word 53

CAMEOfm Reports using Microsoft Excel 53

 Saving MARPLOT Screens as a Bitmap 54

Copy-and-Paste into other Software Programs 55

Saving MARPLOT Screenshots to CAMEOfm Site Plans 56

 Saving ALOHA Information 56

Displaying Multiple ALOHA Plumes on MARPLOT Maps 56

Saving ALOHA as .alo Files 57

Copy-and-Paste into other Software Programs 57

.....

SHARING DATA WITH OTHER CAMEO SUITE USERS 59

- Importing/Exporting CAMEOfm Data 59
 - Exporting All CAMEOfm Data 59*
 - Exporting Selected CAMEOfm Data 59*
- Importing/Exporting CAMEOfm Site Plans 59
- Importing/Exporting MARPLOT Data 60
- Importing/Exporting Linked CAMEOfm and MARPLOT Data . 60

DATA BACKUPS/DATA RECOVERY 61

- CAMEOfm Data Backup and Recovery 61
- Data Recovery 61
 - Using FileMaker Pro 5.0 Recover Function 61*
 - Using the FileMaker Pro Developer Edition 64*

ADDING LANDVIEW 5 DATA TO YOUR HARD DRIVE 65

- Importing Lat/Long Spreadsheets to LandView 67*

DISPLAYING ALOHA FOOTPRINTS IN ARCVIEW 68

- ArcMap ALOHA Import Tool 68
 - Downloading the Import Tool 68*
 - Installing the Import Tool 68*
 - Using the Import Tool 69*

ACCESSING TERRASERVER AERIAL PHOTOS AND TOPOGRAPHIC MAPS VIA LANDVIEW 70

- Inserting TerraServer Aerial Photos and Topographic Maps into MARPLOT 74
 - Saving the TerraServer Image to your Computer 74*
 - MARPLOT Simple Insert 74*
 - MARPLOT Geo-Reference 76*
- Saving Aerial Photos to CAMEOfm Site Plans 77

INDEX 79

Introduction

THE CAMEOfm SUITE

CAMEOfm is called a “suite” because it encompasses several different software applications, all which are “connected” through various methods, and thus “work together” to produce results. Another common software suite is Microsoft Office, which also consists of several software applications, all designed to conduct different operations which work together to produce results.

The CAMEOfm suite is generally considered to include these four software programs:

1. CAMEOfm
2. ALOHA
3. MARPLOT
4. LandView

Two other applications commonly associated with CAMEOfm are:

1. RMP-COMP - <http://www.epa.gov/ceppo/tools/rmp-comp/comp-dwn.html>
2. A.R.C.H.I.E. - http://hazmat.dot.gov/risk_tools.htm

These two programs model chemical releases similarly to ALOHA, however RMP-COMP and A.R.C.H.I.E. also produce “blast zone” types of estimates for explosive and/or flammable substances. For more information, see the associated websites.

STRUCTURE

CAMEOfm: A Relational Database

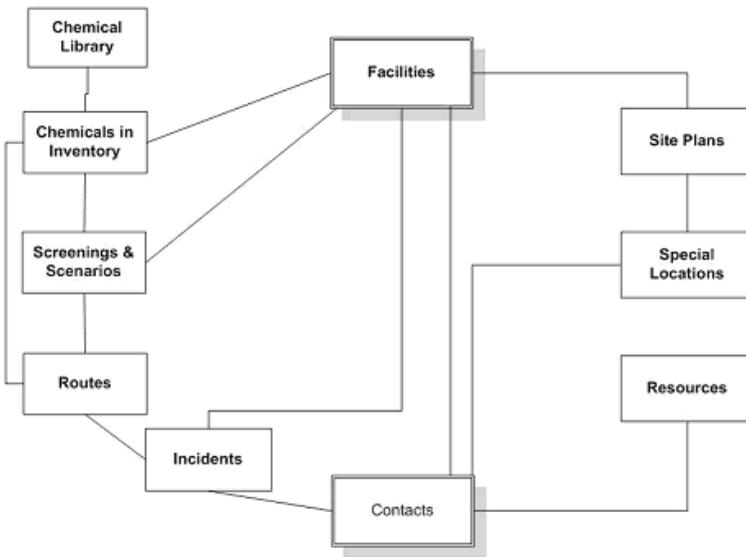
CAMEOfm is built on the *FileMaker Pro* platform. *FileMaker Pro* is a “relational database”; therefore, you may consider CAMEOfm a “relational database”. Another common “relational database” is Microsoft Access.

In simplistic terms, a “relational database” is a collection of “spreadsheets”, each containing “data” in “fields” or “cells”. Two common spreadsheet programs are Microsoft Excel and Lotus 1-2-3. “Spreadsheets” organize data into rows and columns; each intersect of a row and a column is called a “cell”.

CAMEOfm consists of a group of several “spreadsheets” that are “connected” or “linked” so that information contained in one spreadsheet can be associated with information from a different spreadsheet. The spreadsheets are thus “related”, hence the name “relational database”. The importance to CAMEOfm users will be explained in the following sections.

The CAMEOfm spreadsheets most commonly utilized are called “modules”, such as, Facilities, Chemicals in Inventory, Contacts, Special Locations, etc. You may visualize each CAMEOfm module as a “spreadsheet” with “rows” and “columns” that intersect at a “cell”. Each “cell” contains data, whether that be a text paragraph (e.g., RIDS General Description), a number (e.g., Zip Code or IDLH value), a word or words (e.g., Facility Name), and so forth.

Each CAMEOfm module (or spreadsheet) is “related” to some other modules. The figure below depicts which modules are related in CAMEOfm.



ALOHA: THE AIR DISPERSION MODEL

ALOHA is an “air dispersion model”; it is designed to predict downwind concentrations of various contaminants, vapors, gases, etc. As such, ALOHA is a “computational” type of software, and does not “integrate” with software programs in the same manner as other members of the CAMEOfm suite. However, it is possible to “copy-and-paste” some

ALOHA outputs, and to “save” screenshots. Also, ALOHA footprints may be displayed in ArcView using a NOAA ArcMap Import Tool utility.

MARPLOT: A MAP VIEWER

MARPLOT is a “map viewer” software. It interprets data, such as latitude and longitude, color, line size, line distance, and symbol type, and displays this data in “map” format. MARPLOT does allow some “data management” operations, such as Search, Import/Export, Edit, and Save, but is not considered a “data management” type of software, such as CAMEOfm and LandView.

MARPLOT does integrate with Microsoft Excel and Word as well as other mapping applications, such as ArcView and MapInfo.

LANDVIEW

LandView is another “relational database” software, written in FileMaker Pro as is CAMEOfm. LandView features three main “spreadsheets”:

1. EPA Regulated Sites
2. U.S. Bureau of the Census Data
3. U.S. Geologic Survey, Geographic Names Information System (GNIS)

These “spreadsheets” contain information provided by these federal agencies. In addition, LandView features a number of unique internet-linked functions.

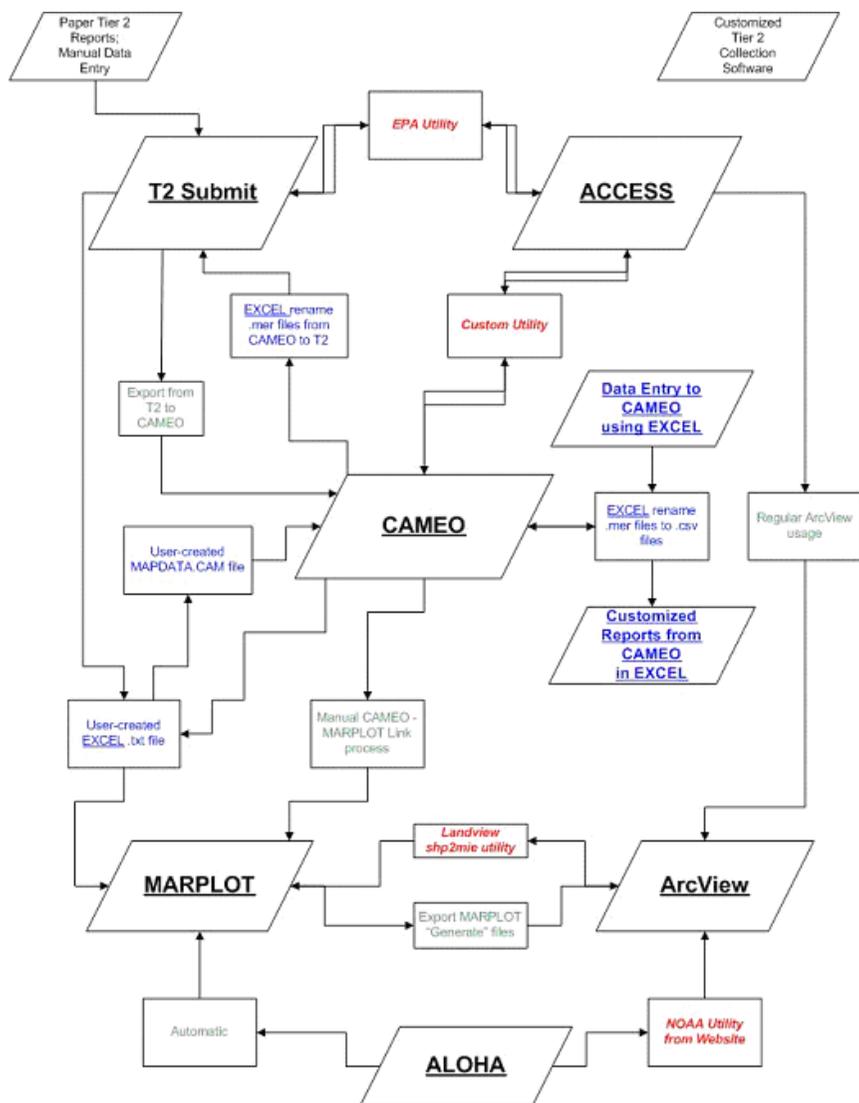
Since LandView is a “relational database”, it can be integrated with other spreadsheet applications, and may be used to accommodate some data management functions. However, for the purposes of the manual, most “data management” type activities are conducted using CAMEOfm.

DEVELOPMENT OF THE CAMEOFM SUITE

CAMEOfm and ALOHA were specifically designed to assist emergency personnel to plan for and respond to hazardous chemical releases. LandView and MARPLOT were initially designed to manage geographic and census data, and became part of the CAMEOfm suite later.

This does NOT mean the CAMEOfm programs are not useful for a wide variety of user applications. At its core, CAMEOfm is designed for management of emergency operations related to chemical incidents, which explains much of “why” the system works as it does.

The diagram below illustrates some of the ways CAMEOfm suite programs interface with each other and with external software programs.



Using CAMEOfm With Microsoft Office Products

INTRODUCTION

Because CAMEOfm is basically a collection of linked spreadsheets, it is possible to move data from CAMEOfm to Microsoft Access and Excel via importing and exporting functions. **It is not recommended that all users utilize these functions!** However, for those who are already familiar with Access and/or Excel, these can be used in association with CAMEOfm to conduct a number of useful applications.

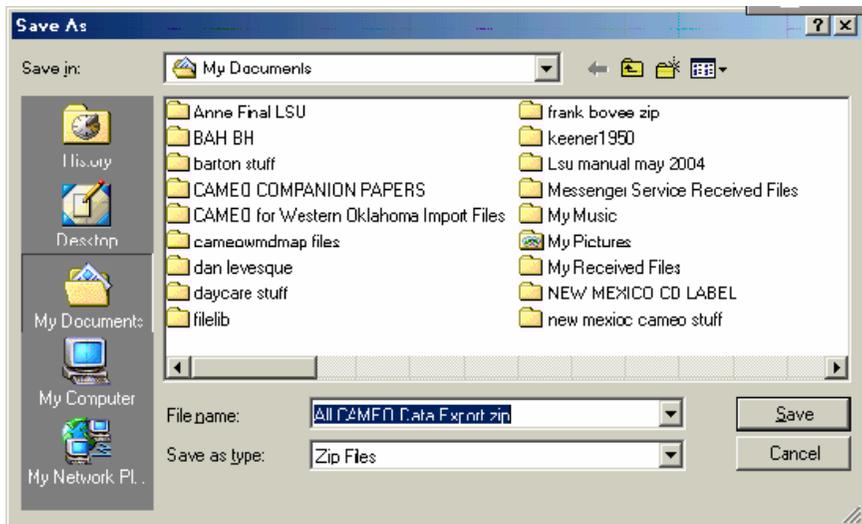
Also, you are not limited to using only Microsoft Office applications. For example, Lotus 1-2-3 can be used to do the same functions as Microsoft Excel. **This manual is not intended to promote Microsoft Office products in any manner.** The examples in this manual use Microsoft Excel and Microsoft Word simply because they are more commonly used than other spreadsheet and word processing programs.

EXPORTING CAMEOFM TO MICROSOFT EXCEL PROCESS

Exporting from CAMEOfm

1. Activate CAMEOfm
2. Select the "File" menu
3. Select "Import/Export"
4. Select "Export"
5. Select "Export All CAMEO Data"

Example CAMEOfm Save Screen



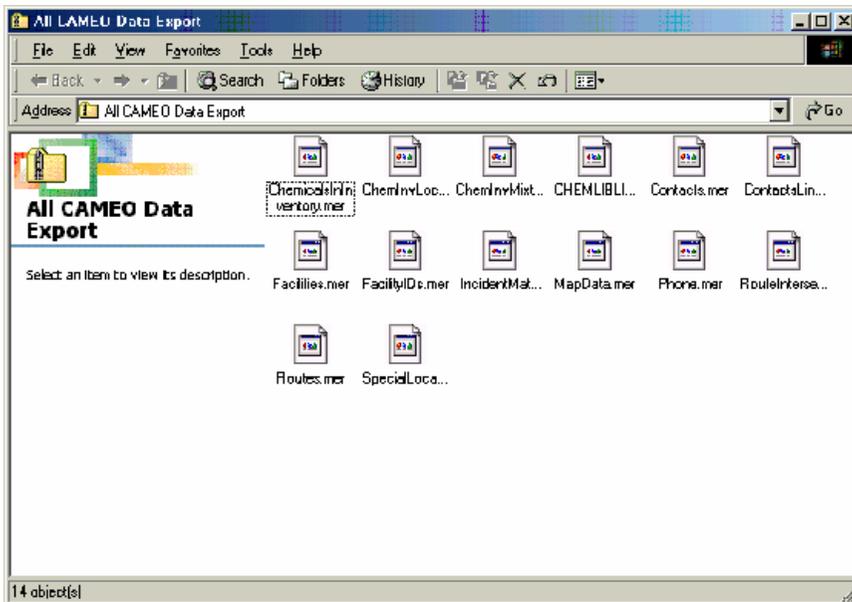
6. Select a “location” using the “Save In:” box
7. Name the file
8. Select the “Save” button

At the specified “Save” location, there will now be a .zip file with the user-specified “name”.

9. Minimize your CAMEOfm screen
10. Browse the “Save” location
11. Double-click on the saved .zip file

Your screen should look similar (if not exactly) like the example CAMEO Export Opened .zip File Screen illustrated on the next page.

Example CAMEO Export Opened .zip File Screen



These 14 files contain ALL the information from your CAMEOfm program, except the Chemical Library module (which is not exportable).

Unzipping the File*

Depending on your computer operating system and the particular zip software, there are several methods of unzipping this file. You must unzip the CAMEOfm-exported .zip file and save somewhere on your computer; recommend you save to a specific folder, perhaps named "CAMEOfm Exports".

Note: Your computer must have a "zip" program to proceed.

After the .zip file is unzipped, any or all of these files may be "opened" using Microsoft Excel, Lotus 1-2-3, etc. Again, there are several methods of opening the individual files.

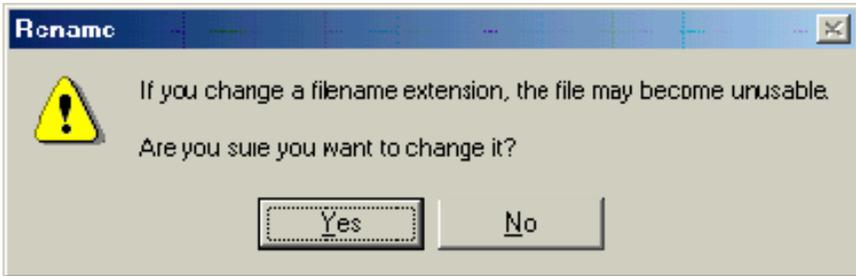
CAMEOfm exports in "mer" files (merge files) format. Merge files are "comma separated value" (.csv) files. Microsoft Excel and other spreadsheet programs recognize .csv files.

Here is one method which will open the .mer files in Microsoft Excel:

1. Right-click on any of the unzipped .mer files
2. Select "Rename"
3. Change the file extension from ".mer" to ".csv"

Usually, you will see this message box:

Example Excel Rename Message Box



4. Select "Yes" and proceed

Notice the "file icon" is now an Microsoft Excel file. Double-click on the new .csv file icon, and it will activate and open in Microsoft Excel.

You now have the correct "format" for importing data to a single CAMEOfm module using Microsoft Excel. The importing process is discussed in a later section of this manual.

EXPORTING MARPLOT TO MICROSOFT EXCEL PROCESS

MARPLOT exports in three different formats:

1. MARPLOT Import/Export files (.mie)
2. Simple Point Export (.txt)
3. GENERATE files (for use with ArcInfo software)

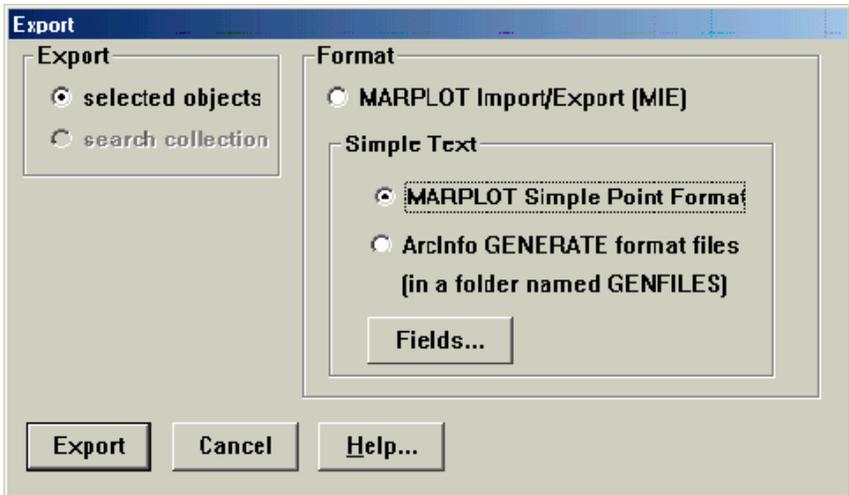
A Simple Point Export (.txt) can be opened in Microsoft Excel. A "simple point" object in MARPLOT is defined as a single intersection of a Latitude and a Longitude. Thus, many map objects are not generally expressed as a "simple point")i.e. Roads, Lakes, City Limits, Zip Code Areas, Canals, and Railroads).

However, many MARPLOT objects can be expressed as a “simple point”. Any MARPLOT object shown as a “symbol” is a simple point object. Common examples are Facilities, Day Care Sites, Storm Shelters, Fire Stations, EMS Locations, Hospitals, etc.

MARPLOT allows import/export of simple point object sets using any spreadsheet-type program, such as Microsoft Excel or Lotus 1-2-3. This can be an extremely useful tool to enter new locations to MARPLOT.

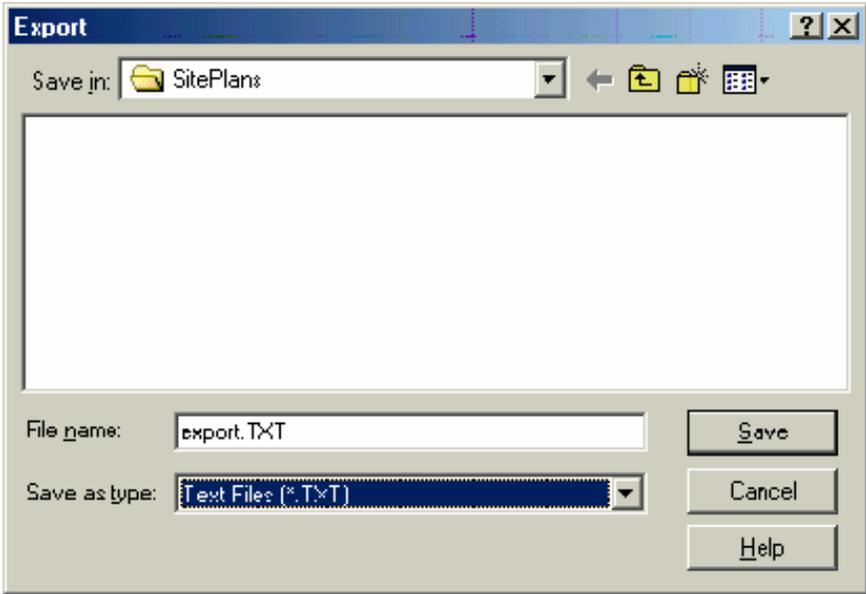
1. Activate MARPLOT
2. Select any simple point object (usually displayed as a “symbol”)
3. Select the “File/Export” menu
4. Select “MARPLOT Simple Point Format”

Example MARPLOT Export Box



5. Select “Export” button
6. Name and save the file (make sure it saves as a .txt file)

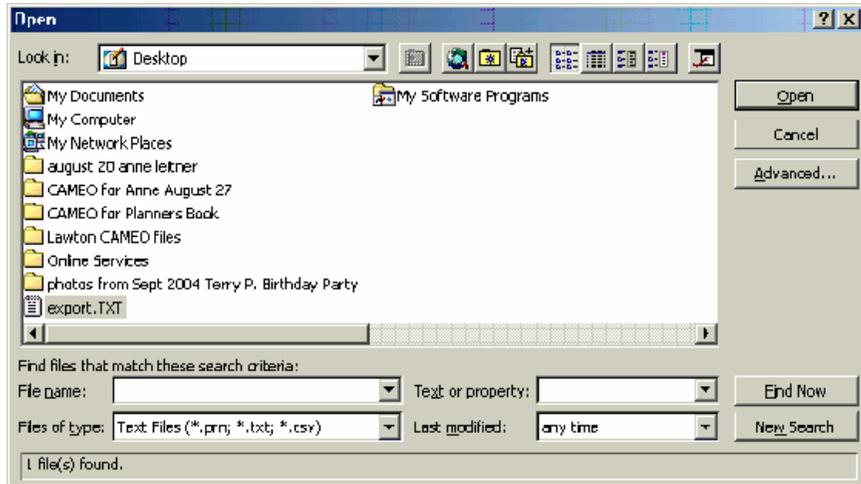
Example MARPLOT Export Screen



This .txt file can be opened using Microsoft Excel.

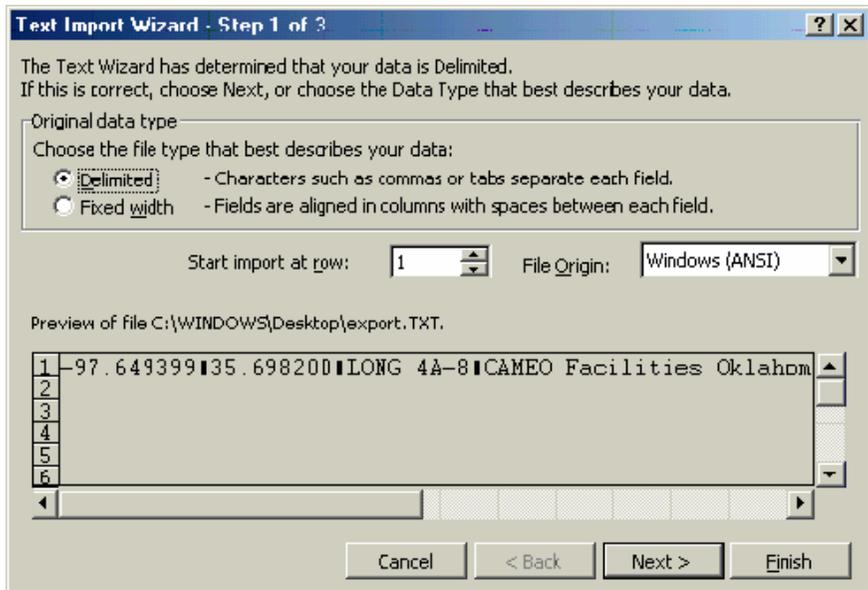
1. Activate Microsoft Excel
2. Select the "File/Open" menu
3. Set the "File Type" to "Text" Files

Example Microsoft Excel “Open File” Box



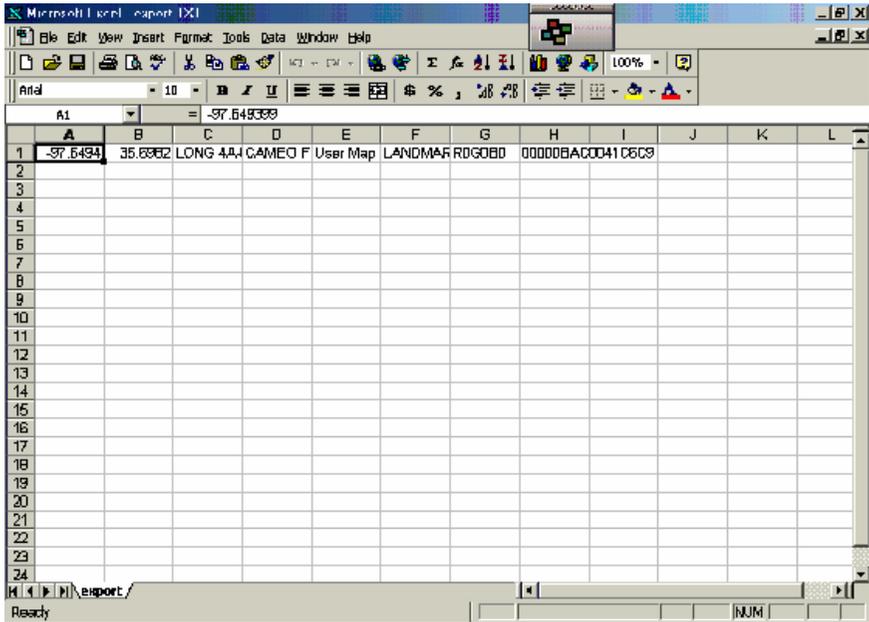
4. Double-click on the saved export .txt file; your screen will resemble the example below.

Example Microsoft Excel Open Delimited Data Box



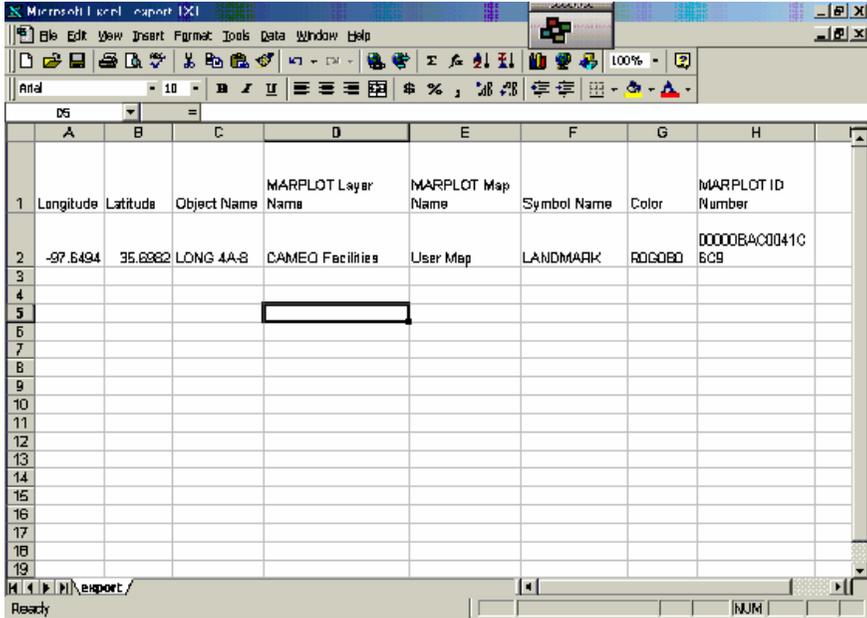
5. Select "Next"
6. Select "Finish"; your screen will look like the example below.

Example MARPLOT Simple Point Export .txt File Opened in Microsoft Excel



Notice there are no “column headers”. The column labels would be:

Example MARPLOT Simple Point Export .txt File Opened in Microsoft Excel with Column Headings Added



You now have the correct “format” for importing “simple point” files to MARPLOT. The importing process is discussed in a later section of this manual.

“COPY-AND-PASTE” FROM CAMEOFM SUITE PROGRAMS TO WORD PROCESSORS

Standard “copy-and-paste” commands function for all the CAMEOfm suite programs. In CAMEOfm, the familiar “right-click” mouse functions are not enabled; use the “Edit” menu for copy-and-paste commands.

Entering Information to the CAMEOfm Suite

ENTERING PAPER TIER 2 REPORTS TO TIER 2 SUBMIT

It is quicker and easier to enter “paper” Tier 2 reports to Tier 2 Submit, then export the record(s) and import to CAMEOfm.*

1. Activate Tier 2 Submit
2. Select the “Start Tier 2 Submit” button
3. Select the “New Facility” hot button
4. Enter information from the form to the “Address” page
5. Select the “Location and ID” tab; continue until finished
6. Select the “Contacts” tab
7. Select “Add Contact”

Note: Tier 2 Submit is always in “Edit” mode, and entered data is always “Saved” without any actions.

Tier 2 Submit will display a list of all contacts available. To prevent duplication, you will want to determine if the contact is already in the list. One method is to simply use the scroll bar to examine the contact list.*

Note: When there are hundreds or thousands of contact entries to examine, you should use the FileMaker “Find” function (see Data Entry Tips Section below).

8. Continue through the State Fields, Certification, and Notes tabs
9. Select the “Chemical Inventory” hot button; continue entering information to appropriate fields and tabs.
10. Select the “New Chemical in Inventory” hot button and continue, if more than one chemical needs to be entered



Entering Multiple Facilities

See *Data Entry Tips/Duplicate Record Function for Entering Multiple Facilities* below.

DATA ENTRY TIPS

FileMaker Find Function

After selecting the “Add Contact” button, the “Pick a Contact” screen appears and the “Search” menu is disabled. You may use the FileMaker “Find” function as a search engine at this point.

1. Select the “Browse” button located in the lower left side of the screen
2. Select “Find” from the pop-up menu; the “Pick a Contact” fields will appear empty.
3. Enter the desired Contact Name to the appropriate field
4. Hit the “Enter” key on your keyboard

Either a list of contacts with the “search” name or the “No records match this request” text will appear.

Validate Record Function

After completing data entry for a record, you should ALWAYS check your work using the “Validate Record” function.

1. Activate the Facilities List screen
2. Select the record you wish to “validate”
3. Select the “Record” menu
4. Select “Validate Record”

Tier 2 Submit examines the record to determine all required fields have “data”. The validation function CANNOT determine if the data is “accurate”, but CAN determine if a required field is “blank” or has incorrectly formatted data.

If a data field needs to be “fixed”, the following message box will appear.

Example Tier 2 Submit Failed Validation Prompt



In some cases, you will choose to “Ignore” the “validation error” and continue. Otherwise, select the “Go To Field” button and the cursor will be transported to the exact field Tier 2 Submit has determined is in error.

Duplicate Record Function for Entering Multiple Facilities

Tier 2 Submit features a “special” Duplicate Record function that is useful when entering multiple facilities from one company. In many cases, the contacts and chemical information is identical for all submitted Tier 2 records, and you can accelerate data entry by “copying” a record and altering only the Facility Name and Address.

1. Set your screen to the Facilities list
2. Highlight the “Facility” you wish to copy
3. Select the “Record” menu
4. Select “Duplicate Record”

The entire record has been copied, including all the Chemical Inventory and Contact information; change ONLY the information that is different from the preceding record.

.....

ENTERING PAPER TIER 2 REPORTS DIRECTLY TO CAMEOFM

Entering Tier 2 paper forms for CAMEOfm is much the same as entering to Tier 2 Submit, but is usually a more lengthy process due to the following differences:

1. The “Duplicate Record” function is NOT active in CAMEOfm
2. The “Validate Record” function is NOT active in CAMEOfm
3. The screen layout in CAMEOfm does not mirror the paper forms as well as Tier 2 Submit does.

MOVING RECORDS FROM TIER 2 SUBMIT TO CAMEOFM

Tier 2 Submit “File” menu offers two “export” functions: “Export” and “Create Submission”.

EXPORTING FROM TIER 2 SUBMIT FUNCTION

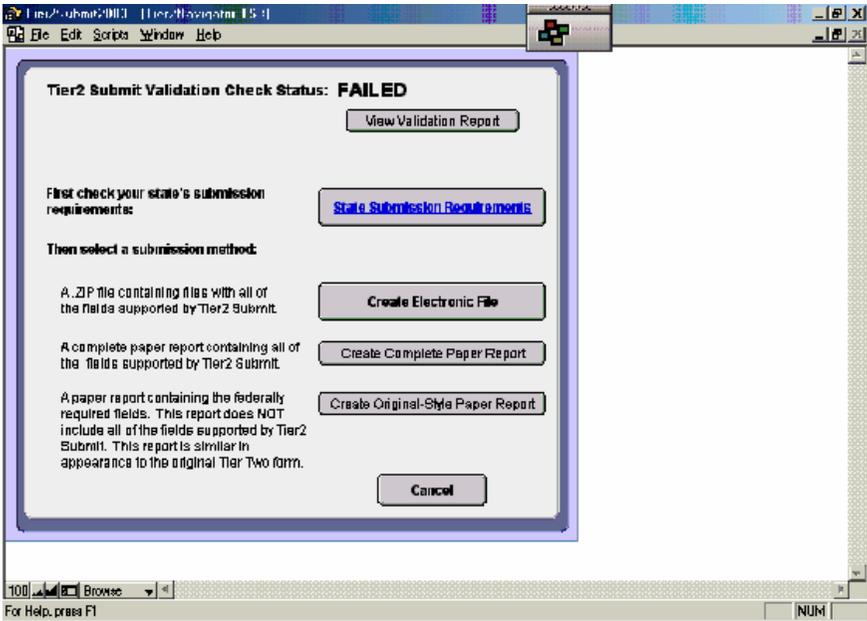
1. Activate Tier 2 Submit
2. Select the "File" menu
3. Select “Import/Export”
4. Select the appropriate “Records to include in Export” option
5. Select “Export Files”
6. Name and save the export file

Create Submission Function

1. Activate Tier 2 Submit
2. Select the "File" menu
3. Select “Create Submission”
4. Select the appropriate “records to include for submission” option
5. Select “Start Submission Validation” button

Tier 2 Submit examines the record(s) selected for submission to determine all required fields have “data”. The validation function CANNOT determine if the data is “accurate”, but CAN determine if a required field is “blank”, or has incorrectly formatted data. When validation finds a “blank” field, the following screen appears.

Example Tier 2 Submit Failed Validation Report Box



You may select the “View Validation Report” to see what data fields need to be altered.

After viewing the validation report screen, you may use the “File/Close” menu to return to the Facility list.

When the selected records “pass” the validation process, you may proceed to either print a “paper report” or create an export file to import into CAMEOfm.

6. Select “Create Electronic File”
7. Name and Save the file

.....

Transferring Data from Tier 2 Submit to CAMEOfm

Tier 2 Submit exports data in a .zip file which can be imported directly to CAMEOfm. After completing a Tier 2 Submit “export”, perform the following steps:

1. Activate CAMEOfm
2. Select the "File" menu
3. Select "Import/Export"
4. Select "Import"
5. Select "Import" from the “backup your data” message box
6. Browse to the saved Tier 2 Submit .zip file and double-click

Transferring Data from Tier 2 Submit to Microsoft Access

EPA has a “utility” which transfers records from Tier 2 Submit to Microsoft Access, and from Microsoft Access to Tier 2 Submit. This is a free utility, and can be obtained (along with instructions on how to operate the utility) by request to EPA Headquarters or any of a number of state EPCRA contacts.

Transferring Data from Tier 2 Submit to Microsoft Excel

Any Tier 2 Submit record(s) which includes lat/long values can be transferred to MARPLOT using a spreadsheet software (see the *Importing Microsoft Excel to MARPLOT* section).

Adding/Entering CAMEOfm Special Locations/Routes/Resources to CAMEOfm

There is no “customized” software to enter records to the remaining CAMEOfm modules. Data entry is achieved by either “direct” or “manual” entry, or by utilizing a “spreadsheet import” method (see *Importing from Spreadsheets to CAMEOfm* section).*

.....

Note: *The critical decision in CAMEOfm data entry is determining which module should house the desired record. Before entering ANY data, you should review the CAMEOfm modules to determine which offers the most appropriate data fields for the record information.*

Linking CAMEOfm Special Locations/Routes/Resources to MARPLOT

You may “enter and link” CAMEOfm records to MARPLOT objects simultaneously. After entering a CAMEOfm record:

1. Activate MARPLOT
2. Locate the record site in MARPLOT
3. Open or create the appropriate MARPLOT layer (“List” menu)
4. Use the cursor to click on the record site
5. Set the “Object Settings” as desired (do not enter an object name)
6. Make sure the object in “selected” (surrounded by four red squares)
7. Select the “Sharing/CAMEOfm/Link Object” menu
8. Make sure the appropriate CAMEOfm record is active or highlighted
9. Select the “Link” menu (in CAMEOfm)
10. Select “Link this record”

To determine if the link process was successful:

1. Make sure the CAMEOfm record is active
2. Select the “Sharing/MARPLOT/Show This Record” menu

If the link is active, the MARPLOT screen will be resized to window width of 0.60 miles with the object centered.

USING “COPY-AND-PASTE” TO ENTER DATA TO CAMEOfm MODULES

You may “copy-and-paste” to CAMEOfm data fields. However, the “right-click” function is not active in CAMEOfm; use the “Edit” menu for “copy-and-paste” commands.

Entering Site Plans and Other “Image” Files to CAMEOfm

CAMEOfm has a folder named SITE PLANS specifically designed to store image files: .jpg, .gif, .tif, and .bmp. Typically, this is used to house facility site plans, maps, diagrams, digital photos, and aerial photos.

CAMEOfm Site Plans is a viewer file only; editing of the images must be done outside the confines of CAMEOfm and then saved to the Site Plans folder.

Basic steps for attaching site plans are as follows:

1. Save the image in one of the acceptable formats
2. Save OR copy the image to the Site Plans folder in CAMEOfm; remember the file name and extension, you will need that information to type into a text box later
3. Open the facility record you wish to link with the image
4. Select the "Site Plans" tab
5. Choose "Edit" from the module toolbar
6. Follow the instructions on the screen*

Note: The EXACT image file name and extension MUST be entered. You may "copy-and-paste" the filename with extension from the Site Plans folder into the CAMEOfm edit screen using the "Edit" menu commands.

Editing CAMEOfm Site Plans

Almost all computers feature some type of "photo editor" software which may be used to alter or add information to CAMEOfm image files.

1. Use the Explore function to open the CAMEOfm Site Plans folder
2. Double-click on the desired image file

Usually, this will open the selected image file in whatever photo software is present on your computer. You may then alter the photo as desired, and "save" back to the CAMEOfm Site Plans folder. The changes will now display in CAMEOfm.

INSERTING IMAGE FILES INTO MARPLOT

MARPLOT will display .bmp format image files. To place any .bmp file in MARPLOT:

1. Activate MARPLOT
2. Open layer (or create the desired layer) ("List" menu)
3. Select the "Edit" menu
4. Select "Insert Picture Object"
5. Select "Use Existing Map"

6. Select "File"
7. Browse to the image file location and double-click
8. Set Object Settings as desired (suggest setting to "User's Map")
9. Use the "Geo-Reference" function (discussed in a later section) if desired
10. Select "OK"

The image file should now be displayed on the MARPLOT screen.

Moving the Inserted Picture to the Bottom of the Layer List

MARPLOT treats "picture files" as one solid object, thus the inserted picture may obscure other layer data. It is usually best to use the Layer List to "move" the layer containing the inserted image to the "bottom" of the Layer display list.

1. Open the MARPLOT "List/Layer List"
2. Highlight the layer containing the inserted picture object
3. Select "Draw Order" at the top left of the "Layer List" box
4. Select the "Move" button
5. Select "Bottom"
6. Select "OK"

ADDING NEW LOCATIONS TO MARPLOT

Adding a Single Location

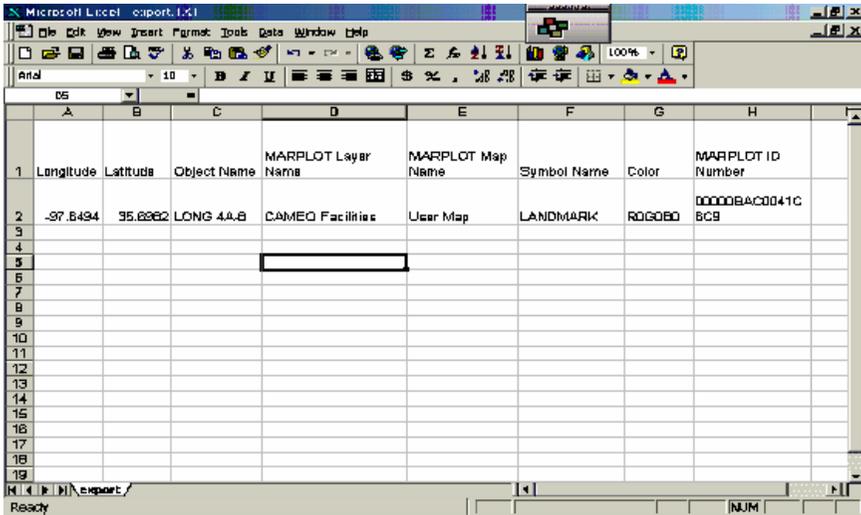
1. Activate MARPLOT
2. Select "List/Layer List" menu
3. Open or create the appropriate layer
4. Select "OK"
5. Use the draw tools to create the object
6. Set Object Settings to either "User's Map" or "CAMEO Map"
7. Select "OK"

Importing Multiple “Simple Point” Locations using Microsoft Excel*

Note: Review Exporting MARPLOT to Microsoft Excel section before proceeding.

1. Create an Microsoft Excel file as shown below.

Example MARPLOT Simple Point Export .txt file Opened in Microsoft Excel with Headers Added



	A	B	C	D	E	F	G	H
1	Longitude	Latitude	Object Name	MARPLOT Layer Name	MARPLOT Map Name	Symbol Name	Color	MARPLOT ID Number
2	-97.8494	35.8262	LONG 4A-B	CAMEO Facilities	User Map	LANDMARK	ROGOBO	0000BAC0041C BCB
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								

2. Enter data to the appropriate Microsoft Excel columns; **remember to use “negative” values for Longitude.**

The MARPLOT Layer Name column can contain multiple layer names. It is NOT necessary to repeat this process for multiple MARPLOT layer entries; it can be performed with one Microsoft Excel file. What layer name is entered in MARPLOT will be “created” or “used” when imported.

3. Make sure the MARPLOT Map name is either “User’s Map” or “CAMEO Map”.

Symbol name and color are not critical; those can be changed after importing.

The MARPLOT ID Number is the “critical field”. The ID numbers MUST BE UNIQUE!

A discussion of MARPLOT ID numbers is found on page 22 of the MARPLOT Technical Documentation book available at <http://response.restoration.noaa.gov/cameo/pdf/MARPLOTTechDoc.pdf>.

Here is one idea for creating MARPLOT ID numbers:

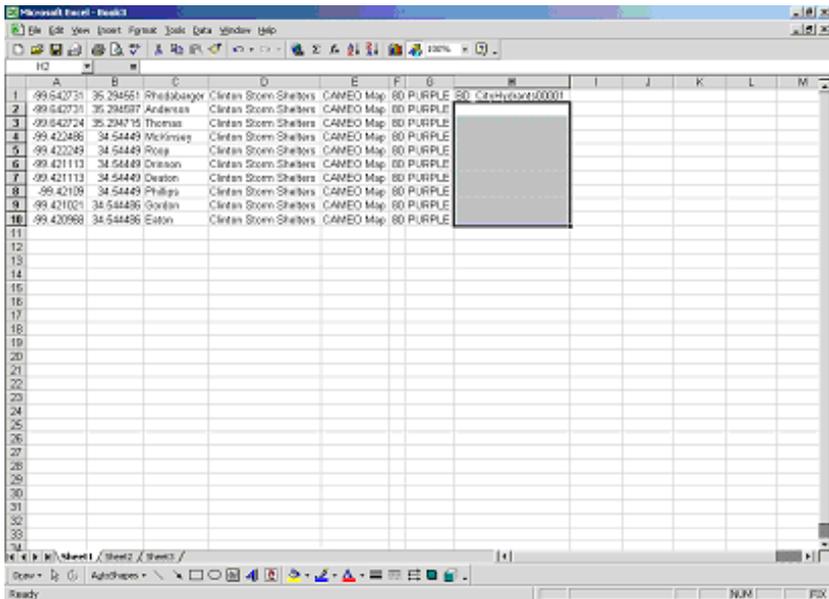
1. Activate EXCEL

Begin the ID number with the characters “BD”, followed by the “Layer Name”, followed by zeros and ending with the number “1” to make a 20-character entry. **Example:** BD_CityHydrants00001

This is a 20-character ID that is unlikely to be “duplicated” by a random MARPLOT ID assignment. The remaining ID numbers can be created using the Microsoft Excel Edit/Fill/Series/Autofill function.

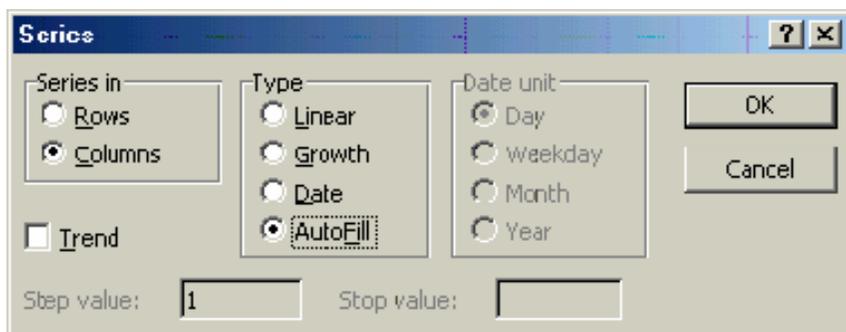
2. Highlight Column H from cell 1 to last data row.

Example Excel Screen Ready to Autofill MARPLOT ID Numbers



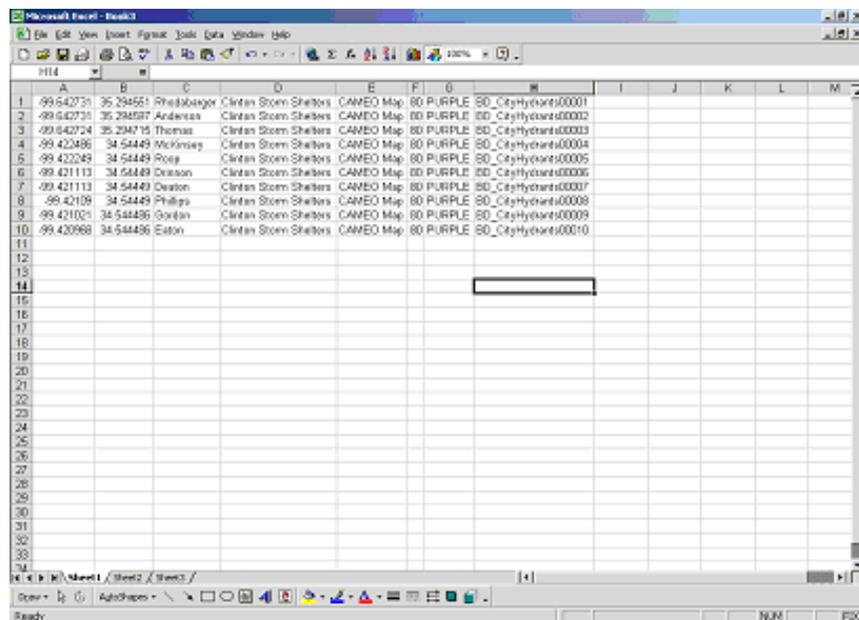
3. Select the “Edit/Fill/Series” menu
4. Set to “Autofill”

Example Excel Autofill Function Screen



5. Select OK

Example Excel Screen with MARPLOT IDs using Autofill



Each ID number is now “unique”. When finished entering data, delete the 1st row of header names; MARPLOT will not import files with the header names.

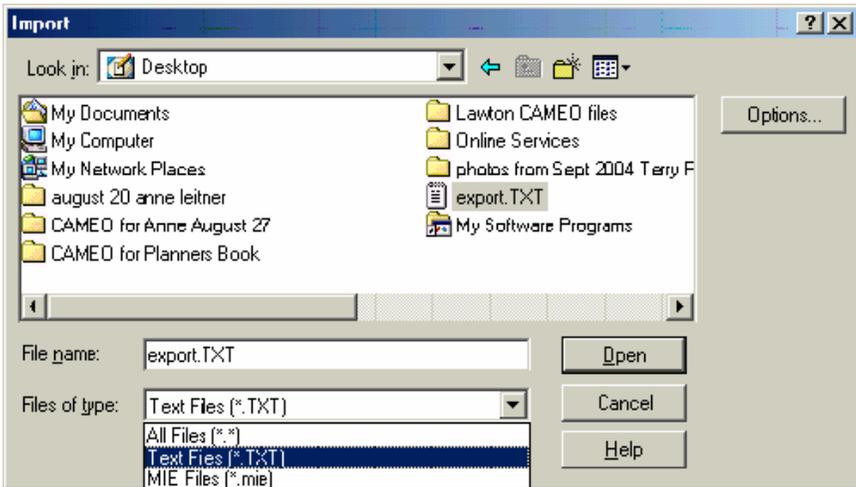
6. Save as a .txt file.
7. Close Excel*

Note: Make sure to delete the “Headers” row before attempting to import the .txt file to MARPLOT. MARPLOT will recognize ONLY rows that begin with a longitude value.

IMPORTING .TXT FILES TO MARPLOT

1. Activate MARPLOT
2. Select the “File/Import” menu
3. Set File Type to “.txt”
4. Browse to the desired .txt file
5. Select the “Open” button

Example Import .txt File to MARPLOT Screen



The new locations should now display in MARPLOT.

Converting ArcView Shapefiles to MARPLOT

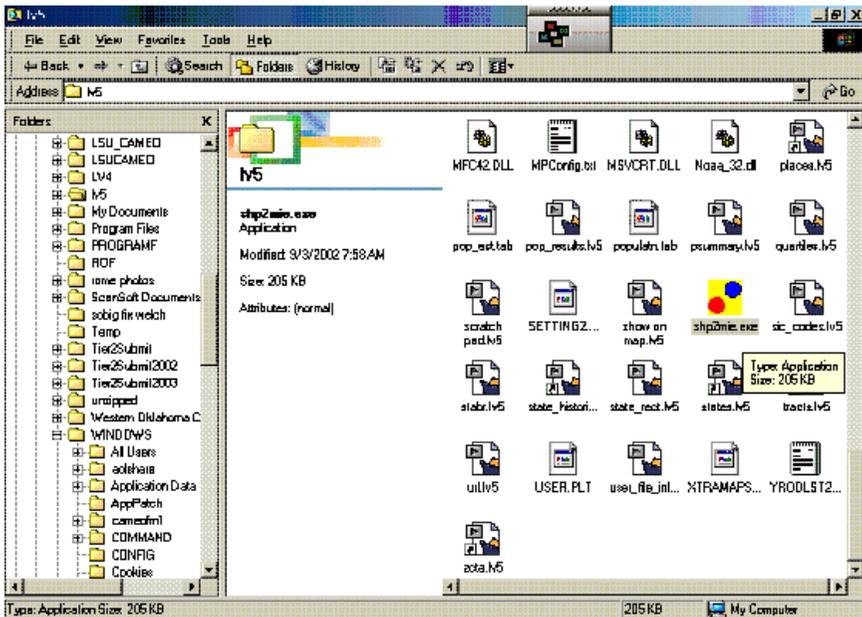
The Shp2mie.exe Utility

A utility to “convert” ArcView .shp files to MARPLOT .mie files is found in the LandView 5 folder.

1. Right-click on the “Start” button
2. Select “Explore”
3. Click on the “lv5” folder (usually found on your c: drive)
4. Scroll down on the right side of the explore window; (the shp2mie.exe icon is blue and red balls inside a yellow square)

To operate the shp2mie.exe, you will need to have a .shp file and its associated .dbf file in a folder on your computer. Further steps to convert the .shp file may require some knowledge of the ArcView software.

Example Shp2mie.exe Shown from Explore Screen



IMPORTING ARCVIEW “SIMPLE POINT” OBJECTS INTO MARPLOT USING MICROSOFT EXCEL

For “simple point” objects, it is possible to output ArcView points as an Microsoft Excel file containing Lat/Long and Object Name. You can import the information to MARPLOT using the “Importing multiple simple point locations using Microsoft Excel” process explained in the preceding section.

You may then import the additional information contained in the .shp file to CAMEOfm using the spreadsheet methods explained in previous sections.

IMPORTING LAT/LONG SPREADSHEETS INTO LANDVIEW USING MICROSOFT EXCEL

It is possible to import lat/long spreadsheets directly to LandView. For some types of data sets, this could be a preferred option.

1. Activate LandView
2. Select the “System” menu
3. Select “User Files”

Instructions on importing to the LandView User Files can be obtained by selecting the “Help” button.

ADDING INFORMATION TO ALOHA

Adding Locations to ALOHA

1. Activate ALOHA
2. Select "Site Data" menu
3. Select “Location”
4. Select “Add”
5. Enter Name, Elevation, Lat/Long, and State
6. Select “OK”

Adding New Chemicals to ALOHA

The ALOHA Chemical List features mainly “pure” chemicals, along with five “solution” substances. You are free to add more chemicals to the list, provided sufficient chemical property information can be obtained. In many cases, facilities can provide the chemical properties data necessary to enter additional “mixture” and/or “solution” substances.

.....

To add a chemical to ALOHA:

1. Obtain Chemical Property Data
2. Activate ALOHA
3. Select "Setup" menu
4. Select "Chemical"
5. Select "Add"
6. Enter data to appropriate fields

MODIFYING/EDITING CHEMICAL PROPERTIES IN ALOHA

You may "modify" or "alter" the ALOHA Chemical List. While it is NOT recommended to alter the chemical property data in ALOHA, you may wish to set the Default LOC values. For example, LOC values for several chemicals is set to AEGL as default, you may use the Modify function to set those to ERPG, IDLH, or other user-selected LOC values.

ALTERING/EDITING DATA

Editing CAMEOfm Records

A Single Record

1. Open the desired CAMEOfm module
2. Find and select the desired record
3. Select the “Edit” hot button*

***Note:** *You may alter “related” records from the associated module; i.e. selecting a record from the Facilities module allows editing of the related Contacts, Chemicals in Inventory, Phones, Map Data, etc.*

FileMaker “Find” Function for CAMEOfm: Another “Search” option

CAMEOfm features two types of search functions. The “Search” menu with the Basic Search and Advanced Search answers most user search needs.

However, when CAMEOfm is in “Edit” mode, the “Search” menu is disabled. In those cases, the FileMaker “Find” function is valuable.

The FileMaker “Find” function is found in the lower left corner of your screen. Typically, the function button is set to “Browse”. When “selected” (using your mouse) a drop-down list arrow is displayed.

To use the FileMaker “Find”:

1. Use your mouse to click on the “Browse” button. A drop-down list will appear listing the following: “Browse”, “Find”, and “Preview”
2. Set the button to “Find”. A screen with blank fields will appear.
3. Enter your search criteria to the appropriate box and hit the “Enter” key from you keyboard.

FileMaker will conduct a search based on your input criteria and return a “Found Set”. This same “Find” function works for Tier 2 Submit as well.

.....

Multiple Records using Microsoft Excel

A previous section of this book discussed a method for exporting CAMEOfm data and “opening” it in Microsoft Excel. This can be a useful tool for multiple record edits. Here is an example of using this method to edit a dataset:

Example: Suppose there are a number of “propane” records in your Chemicals In Inventory module that were incorrectly assigned as “EHS” substances. Of course, you could use the “single record” method to correct each “propane” record individually. As an alternative, you might:

1. Conduct a search in the Facilities module for all “propane” records
2. Use the “File/Export” menu to export the Found Set
3. Unzip the exported file
4. Change the “ChemicalsInInventory.mer” file to “ChemicalsInInventory .csv”
5. Open the .csv file using Microsoft Excel

The Microsoft Excel file should contain ONLY records including the word “propane” in the name. Of course, there may be some entries that include the word “propane” as part of their chemical name.

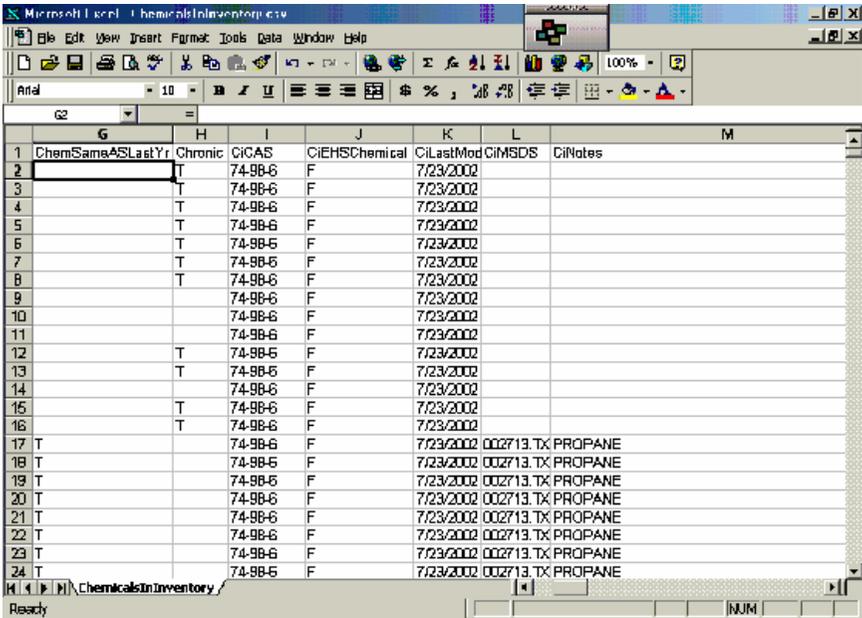
Notice in the example screenshot that some of the CiEHSChemical column entries are “T” (for True) while others are “F” (for False)

Example ChemicalsInventory.csv File Opened in Microsoft Excel

	G	H	I	J	K	L	M
1	ChemSameASLastYr	Chronic	CICAS	CIEHSChemical	CiLastMod	CiMSDS	CiNotes
2		T	74-98-6	F	7/23/2002		
3		T	74-98-6	F	7/23/2002		
4		T	74-98-6	F	7/23/2002		
5		T	74-98-6	T	7/23/2002		
6		T	74-98-6	T	7/23/2002		
7		T	74-98-6	F	7/23/2002		
8		T	74-98-6	T	7/23/2002		
9			74-98-6	F	7/23/2002		
10			74-98-6	F	7/23/2002		
11			74-98-6	F	7/23/2002		
12		T	74-98-6	F	7/23/2002		
13		T	74-98-6	T	7/23/2002		
14			74-98-6	T	7/23/2002		
15		T	74-98-6	T	7/23/2002		
16		T	74-98-6	F	7/23/2002		
17	T		74-98-6	F	7/23/2002	002713.TX PROPANE	
18	T		74-98-6	F	7/23/2002	002713.TX PROPANE	
19	T		74-98-6	F	7/23/2002	002713.TX PROPANE	
20	T		74-98-6	T	7/23/2002	002713.TX PROPANE	
21	T		74-98-6	F	7/23/2002	002713.TX PROPANE	
22	T		74-98-6	T	7/23/2002	002713.TX PROPANE	
23	T		74-98-6	T	7/23/2002	002713.TX PROPANE	
24	T		74-98-6	T	7/23/2002	002713.TX PROPANE	

6. Locate the “CIEHSChemical” column in Microsoft Excel
7. Use Microsoft Excel functions to change all “CIEHSChemical” column entries to “F”

Example ChemicalsInventory.csv File Opened in Microsoft Excel with Alterations



	G	H	I	J	K	L	M
1	ChemSamsASLastYr	Chronic	CICAS	CIEHSChemical	CILastMod	CIMSDS	CINotes
2		T	74-98-6	F	7/23/2002		
3		T	74-98-6	F	7/23/2002		
4		T	74-98-6	F	7/23/2002		
5		T	74-98-6	F	7/23/2002		
6		T	74-98-6	F	7/23/2002		
7		T	74-98-6	F	7/23/2002		
8		T	74-98-6	F	7/23/2002		
9			74-98-6	F	7/23/2002		
10			74-98-6	F	7/23/2002		
11			74-98-6	F	7/23/2002		
12		T	74-98-6	F	7/23/2002		
13		T	74-98-6	F	7/23/2002		
14			74-98-6	F	7/23/2002		
15		T	74-98-6	F	7/23/2002		
16		T	74-98-6	F	7/23/2002		
17	T		74-98-6	F	7/23/2002	002713.TX	PROPANE
18	T		74-98-6	F	7/23/2002	002713.TX	PROPANE
19	T		74-98-6	F	7/23/2002	002713.TX	PROPANE
20	T		74-98-6	F	7/23/2002	002713.TX	PROPANE
21	T		74-98-6	F	7/23/2002	002713.TX	PROPANE
22	T		74-98-6	F	7/23/2002	002713.TX	PROPANE
23	T		74-98-6	F	7/23/2002	002713.TX	PROPANE
24	T		74-98-6	F	7/23/2002	002713.TX	PROPANE

8. Save the altered Microsoft Excel file as “ChemicalsInventory.csv”
9. Close Microsoft Excel

Now, you can import the altered file back to CAMEOfm and your changes will be active.

10. Rename “ChemicalsInventory.csv” to “ChemicalsInventory.mer”
11. Insert the new “ChemicalsInventory.mer” back into the original exported CAMEOfm .zip file.
12. Use the “File/Import” menu to import the .zip file containing the altered “ChemicalsInventory.mer” back to CAMEOfm

ASSIGNING MARPLOT OBJECTS TO DIFFERENT LAYERS AND MAPS

A Single Object

1. Activate MARPLOT
2. Unlock both the layer containing the object and the layer to which you wish to “move” the object
3. Select the desired object
4. Select the “Objects/Object Settings” menu
5. Set the layer and map as desired*

Note: *If the layer and map settings are “grayed out”, it means the layer containing this object is “locked”. You will need to “unlock” the layer before editing the specific object.*

You may change the layer and map setting directly from the “Objects” menu.

Multiple Objects

The same process can be used to “move” multiple objects to different layers and maps. Objects to be moved may be “selected” using the “Shift-click” function, or by using a “Search/Show All on Map” function.

Multiple Objects using Microsoft Excel

A previous section of this book discussed a method for exporting MARPLOT simple point objects and “opening” them in Microsoft Excel. This can be a useful tool for multiple record edits.

1. Export the desired objects to a .txt file
2. Open the .txt file in Microsoft Excel
3. Use Microsoft Excel functions to set desired layer and map names
4. Save the file and import back to MARPLOT*.

Note: *Be careful! If these MARPLOT objects are “linked” to CAMEOfm records, changing the object layer or map will remove the CAMEOfm link. These MARPLOT objects will then have to be “re-linked” to the corresponding CAMEOfm records.*

Renaming MARPLOT Objects

Renaming MARPLOT objects uses the same processes as assigning to different layers and/or maps.

Linking Data

LINKING MARPLOT OBJECTS TO CAMEO_{FM} RECORDS

A Single Object to Record: Sharing Menu

1. Activate MARPLOT
2. Select the object to be linked
3. Select the “Sharing” menu
4. Select “CAMEO_{fm}” and “Link Object”; this will activate CAMEO_{fm}
5. Open or select the appropriate CAMEO_{fm} record
6. Select the “Link” menu
7. Select “Link this record”

To determine if the link was successful:

8. Select the “Sharing” menu in CAMEO_{fm}
9. Select “MARPLOT” and “Show on Map”

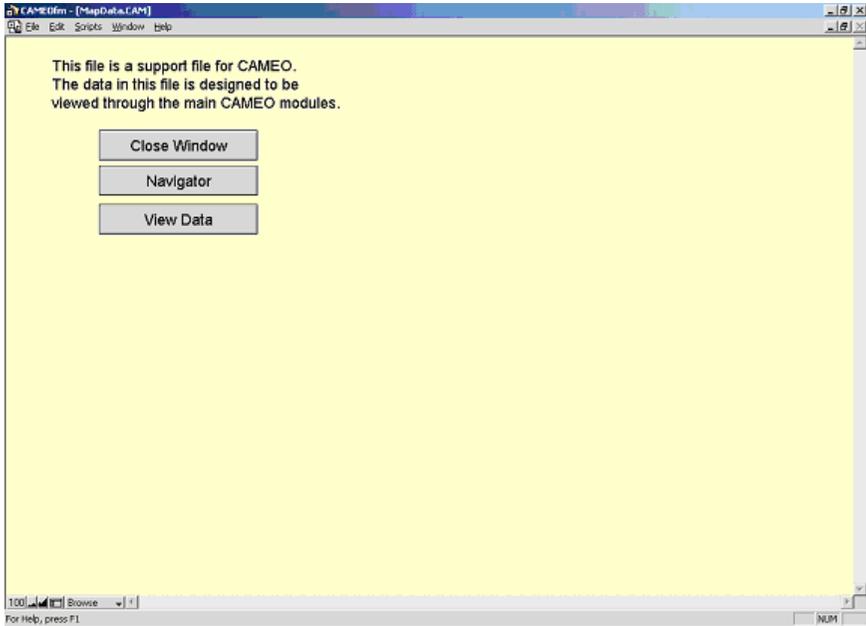
If the link is operational, the screen should activate MARPLOT, and display the linked object centered with a scale of 0.08 window width. Depending on your layer settings, the object should now display a name taken from the CAMEO_{fm} record.

Multiple Objects and Records: MapData.CAM file

Viewing the MapData.CAM file in CAMEO_{fm}

1. Activate CAMEO_{fm}
2. Open the “Window” menu
3. Select “MapData.CAM”

Example CAMEOfm MapData.CAM Window screen*



Note: If MapData.CAM is not present under the Window list, it is not “open”. To open, select any linked CAMEOfm record and do a Sharing/Show on Map command.

4. Select “View Data”

Example CAMEOfm MapData.CAM View Data Screen

RecordID	ParentRecordID	MARPLOTLayerName	MARPLOTMapName	MARPLOTMapID	LastMod
MDCW1A20001000000447	FACW1A20001000000407	CAMEO Facility	CAMEO Map	BB265014020300005	7/1/2003
MDCW1A20001000000422	FACW1A20001000000425	CAMEO Facility	CAMEO Map	BB265014020300003	7/1/2003
MDCW1A20001000000426	FACW1A20001000000428	CAMEO Facility	CAMEO Map	BB265014020300001	7/1/2003
MDCW1A20001000000437	FACW1A20001000000437	CAMEO Facility	CAMEO Map	BA262ACFA458A0002	6/6/2003
MDCW1A20001000000494	FACW1A20001000000494	CAMEO Facility	Center	BB265014020300006	7/1/2003
MDCW1A20001000000494	FACW1A20001000000494	CAMEO Facility	Center	BB265014020300006	7/1/2003
MDCW1A20001000000495	FACW1A20001000000495	CAMEO Facility	Center	BB265014020300001	7/1/2003
MDCW1A20001000001121	FACW1A20001000001121	CAMEO Facility	Center	BB26510120300010	7/1/2003
MDCW1A20001000000539	FACW1A20001000000539	CAMEO Facility	CAMEO Map	BA174926B550001	6/6/2003
MDCW1A20001000001012	FACW1A20001000001012	CAMEO Facility	CAMEO Map	BA124C45458A0001	6/6/2003
MDC000002D4KJT00119G	FA0000002D4KJT00119G	CAMEO Facility	CAMEO Map	BA124D40458A0009	6/6/2003
MDC000002D4H2B3021S	FA0000002D4H2B3021S	CAMEO Facility	CAMEO Map	BA124D40458A0003	6/6/2003
MDC000002D4H2B3021S	FA0000002D4H2B3021S	CAMEO Facility	CAMEO Map	BA124E41458A0005	6/6/2003
MDC000002D4HPC0057BY	FA0000002D4HPC0057BY	CAMEO Facility	CAMEO Map	BB265E44020300008	7/1/2003
MDC000002D4L8200AZMU	FA0000002D4L8200AZMU	CAMEO Facility	Center	BB265E1520300007	7/1/2003
MDC000002D4L8200B5MO	FA0000002D4L8200B5MO	CAMEO Facility	CAMEO Map	BA126115458A0001	6/6/2003
MDC000002D4L810BCAL	FA0000002D4L810BCAL	CAMEO Facility	CAMEO Map	BA126105458A0002	6/6/2003
MDC000002D4L810BD782	FA0000002D4L810BD782	CAMEO Facility	CAMEO Map	BA126104458A0004	6/6/2003
MDC000002D4L810BD81XT	FA0000002D4L810BD81XT	CAMEO Facility	CAMEO Map	BA126105458A0003	6/6/2003
MDC000002D4L810B1MKJ	FA0000002D4L810B1MKJ	CAMEO Facility	CAMEO Map	BA126105458A0007	6/6/2003
MDC000002D4L810B1L07U	FA0000002D4L810B1L07U	CAMEO Facility	CAMEO Map	BA126105458A0002	6/6/2003
MDC000002D4L810B1M0ZJ	FA0000002D4L810B1M0ZJ	CAMEO Facility	CAMEO Map	BA126105458A0002	6/6/2003
MDC000002D4L810B1V0R1Y	FA0000002D4L810B1V0R1Y	CAMEO Facility	CAMEO Map	BA126105458A0001	6/6/2003
MDC000002E8Y900DFEHO	FA0000002E8Y900DFEHO	CAMEO Facility	CAMEO Map	BB100407A100003	7/1/2003
MDC000002E8Y900J05J2	FA0000002E8Y900J05J2	CAMEO Facility	CAMEO Map	BB265014020300008	7/1/2003
MDC000002E8Y910D0H0E	FA0000002E8Y910D0H0E	CAMEO Facility	CAMEO Map	BB2650220300009	7/1/2003
MDC000002E8ZK2B00K3JJ	FA0000002E8ZK2B00K3JJ	CAMEO Facility	CAMEO Map	BA126B8F458A0008	7/1/2003
MDC000002E8ZK2B00L1HG	FA0000002E8ZK2B00L1HG	CAMEO Facility	Center	BB265E1520300007	7/1/2003
MDC000002D8T33007TR	RT0000002D8T33007TR	CAMEO Transportation	CAMEO Map	BB080C7B4F8D0001	6/10/2003
MDC000002D4L8RE0R00G	SF0000002D4L8RE0R00G	CAMEO Special	CAMEO Map	BA854925720000C	6/6/2003
MDC000002D4L830032K	SF0000002D4L830032K	CAMEO Special	CAMEO Map	BA853E48720000B	6/6/2003
MDC000002E8K30000ZNNY	SF0000002E8K30000ZNNY	CAMEO Special	CAMEO Map	BA8530067200001	7/1/2003
MDC000002D4H0A006LX	RE0000002D4H0A006LX	CAMEO Resources	Users Map	BB271120A870005	7/1/2003
MDC000002D4L2000R6DX	RE0000002D4L2000R6DX	CAMEO Resources	CAMEO Map	BA853C5E7200012	6/6/2003
MDC000002D4L2000R0ZT	RE0000002D4L2000R0ZT	CAMEO Resources	CAMEO Map	BA854965720000E	6/6/2003
MDC000002D4L8R08FV75	RE0000002D4L8R08FV75	CAMEO Resources	CAMEO Map	BA8547E5720000D	6/6/2003
MDC000002D4L8P1000P7V	RE0000002D4L8P1000P7V	CAMEO Resources	CAMEO Map	BA853005720000F	6/6/2003
MDC000002D4L0000H1V8	RE0000002D4L0000H1V8	CAMEO Resources	CAMEO Map	BA853E527200012	6/6/2003
MDC000002E8L8000EMLU	RE0000002E8L8000EMLU	CAMEO Resources	Users Map	BB270B584C70007	7/1/2003
MDC000002E8L8000F238	RE0000002E8L8000F238	CAMEO Resources	Users Map	BB270C3A8C70008	7/1/2003

This is the file that links CAMEOfm records to MARPLOT objects. Notice it is a spreadsheet containing CAMEOfm IDs, MARPLOT IDs, and the MARPLOT layer and map names.

The MapData.CAM window can be closed by either of the following steps:

-  Select "File/Close"
-  Select "Window/Navigator"

Opening MapData.CAM using Microsoft Excel

1. Export a single or group of CAMEOfm Facilities, Special Locations, or Resources
2. Unzip the resulting .zip export file; a "MapData.mer" file should be found along with the other unzipped files
3. Change "MapData.mer" to "MapData.csv"
4. Open in Microsoft Excel

Example MapData.csv File Opened in Microsoft Excel

1	RecordKey	ParentRecordID	MARPLOTLayerName	MARPLOTMapName	MARPLOTMapID	LastModified
2	MDCW1A20001000000447	FACW1A20001000000447	CAMEO Special Locations	CAMEO Map	BAB9A12145CD000D	06/08/2003
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						
33						
34						

The 1st column, “RecordKey”, is a CAMEOfm ID to link the CAMEOfm and MARPLOT ID numbers. You will “create” the RecordKey number, formatted as beginning with “MD” and containing 18 other characters.

The 2nd column, “ParentRecordID”, is the CAMEOfm ID number taken from any of the CAMEOfm modules that can be linked to MARPLOT (i.e., Facilities, Special Locations, Routes, Resources, and Incidents). These IDs can be “copy-and-pasted” from the associated CAMEOfm exported .mer files.

The 3rd, 4th, and 5th columns are for MARPLOT layer, map, and ID data. These can be “copy-and-pasted” from a MARPLOT Simple Point Export .txt file.

5. Use the “cut-and-paste” and other Microsoft Excel functions to insert data to be linked.
6. Save the file as “MapData.csv”
7. Close Microsoft Excel
8. Change the file name to “MapData.mer”

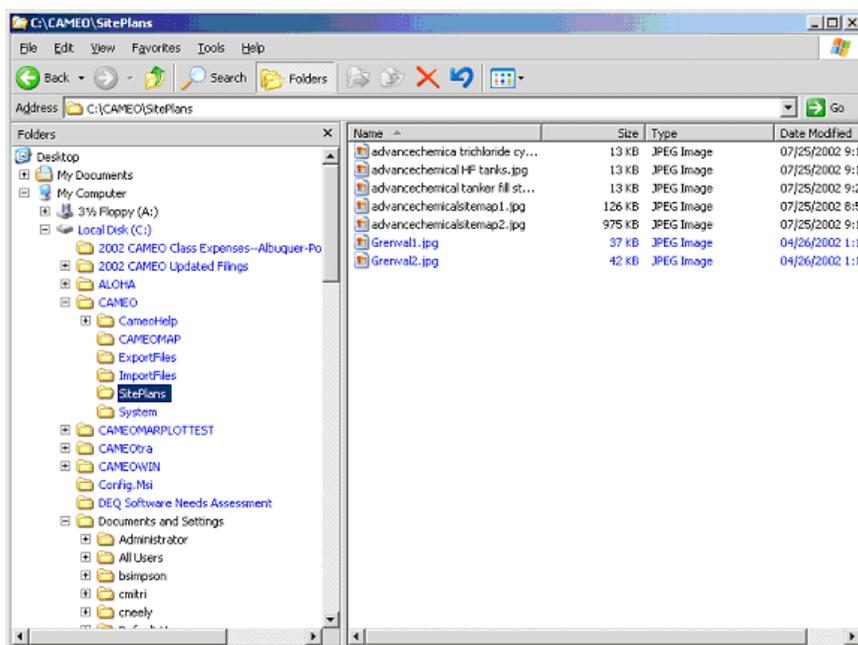
9. Zip the file, or copy back to original exported CAMEOfm export .zip file
10. Import .zip file back to CAMEOfm

LINKING CAMEOFM SITE PLANS TO CAMEOFM RECORDS

First, the desired Site Plan(s) must be present in the CAMEOfm Site Plans folder. You may “paste” to the Site Plans folder using “Explore” functions.

1. Right-click on the “Start” button from your bottom taskbar
2. Select “Explore”
3. Find the CAMEOfm folder in the left side of your Explore screen
4. Select the “+” sign next to the CAMEOfm folder to “expand” the folder
5. The Site Plans folder should be visible
6. Paste desired Site Plan(s) into the folder

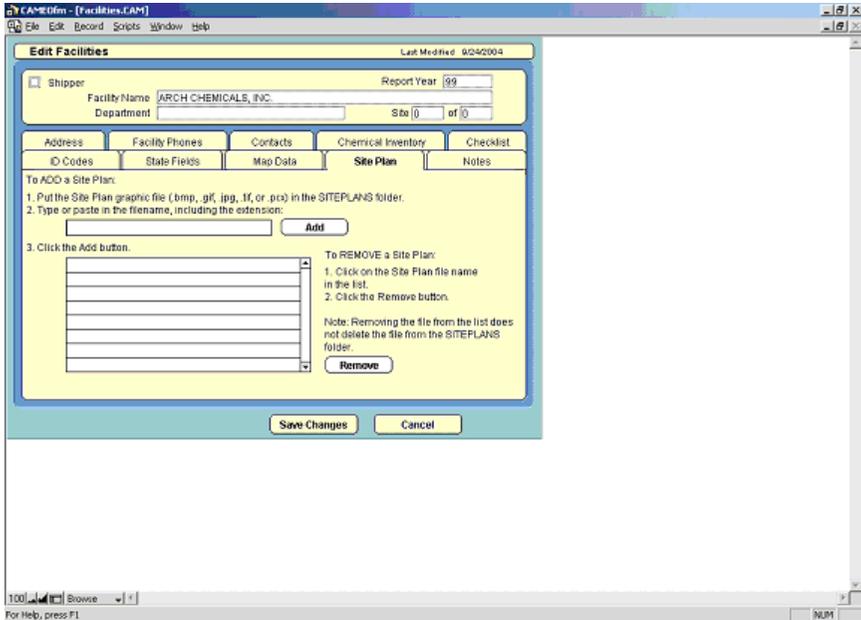
Example CAMEOfm Site Plans Folder Opened in Explore



A Single Site Plan: Edit Function

1. Activate CAMEOfm
2. Select the record to be linked to a site plan
3. Select the "Site Plans folder" tab
4. Select the "Edit" hot button
5. Follow the instructions; remember to include the filename extension
6. Continue to "add" site plan names for the selected record until finished
7. Select "Save Changes"

Example CAMEOfm Edit Site Plan Screen

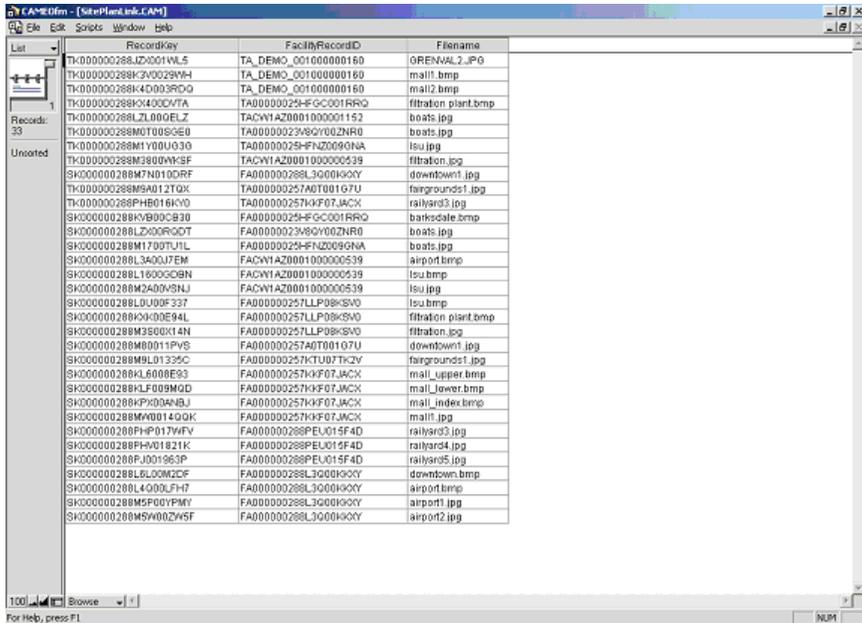


Multiple Site Plans: SiteDataLink.CAM File

Viewing the SitePlanLink.CAM file in CAMEOfm

1. Activate CAMEOfm
2. Open the “Window” menu
3. Select “SitePlanLink.CAM”

Example CAMEOfm SitePlanLink.CAM File



RecordKey	FacilityRecordID	Filename
TK000000288LZ001VWLS	TA_DEMO_001000000160	ORENVAL2.JPG
TK000000288K2V0028VH	TA_DEMO_001000000160	mail11.bmp
TK000000288K4D003RDO	TA_DEMO_001000000160	mail12.bmp
TK000000288K4000VTA	FA000000254FGC001RR0	filtration_plant.bmp
TK000000288LZL00GELZ	TACVW1AZ0001000001152	boats.jpg
TK000000288M10080E0	FA0000002348C1002NR0	boats.jpg
TK000000288M1Y000030	FA000000254FZ0090NA	tsu.jpg
TK000000288M3800VYKSF	TACVW1AZ0001000000539	filtration.jpg
SK000000288M7N010DRF	FA000000288L3000H00Y	downtown1.jpg
TK000000288M9A012TGX	TA000000254A0T001G7U	faergroundst.jpg
TK000000288P8B016KY0	TA000000254KJF07JACX	railyard3.jpg
SK000000288KV000C830	FA000000254FGC001RR0	banksdale.bmp
SK000000288LZ000RODT	FA0000002348C1002NR0	boats.jpg
SK000000288M1700TJL	FA000000254FNZ009GNA	boats.jpg
SK000000288L3A00U7EM	FACVW1AZ0001000000539	airport.bmp
SK000000288L1000SC8N	FACVW1AZ0001000000539	tsu.bmp
SK000000288M2A00V8NJJ	FACVW1AZ0001000000539	tsu.jpg
SK000000288LUD0F237	FA000000254LLP08K8V0	tsu.bmp
SK000000288K0400E94L	FA000000254LLP08K8V0	filtration_plant.bmp
SK000000288M3000K14N	FA000000254LLP08K8V0	filtration.jpg
SK000000288M0011PV5	FA000000254A0T001G7U	downtown1.jpg
SK000000288M8L01335C	FA000000254KTU072K2V	faergroundst.jpg
SK000000288KJL6008E93	FA000000254KJF07JACX	mail_upper.bmp
SK000000288KLF008M0D	FA000000254KJF07JACX	mail_lower.bmp
SK000000288KFP008K8J	FA000000254KJF07JACX	mail_index.bmp
SK000000288M4001400K	FA000000254KJF07JACX	mail1.jpg
SK000000288HP017W4V	FA000000288PEU015F4D	railyard3.jpg
SK000000288HPV01821K	FA000000288PEU015F4D	railyard4.jpg
SK000000288FJ01963P	FA000000288PEU015F4D	railyard5.jpg
SK000000288L6L00M2CF	FA000000288L3000H00Y	downtown.bmp
SK000000288L4000FH7	FA000000288L3000H00Y	airport.bmp
SK000000288M5P00YPMY	FA000000288L3000H00Y	airport1.jpg
SK000000288M5W00ZV5F	FA000000288L3000H00Y	airport2.jpg

This is the file that links CAMEOfm Records to Site Plans. Notice it is a spreadsheet containing only CAMEOfm IDs and site plan names.

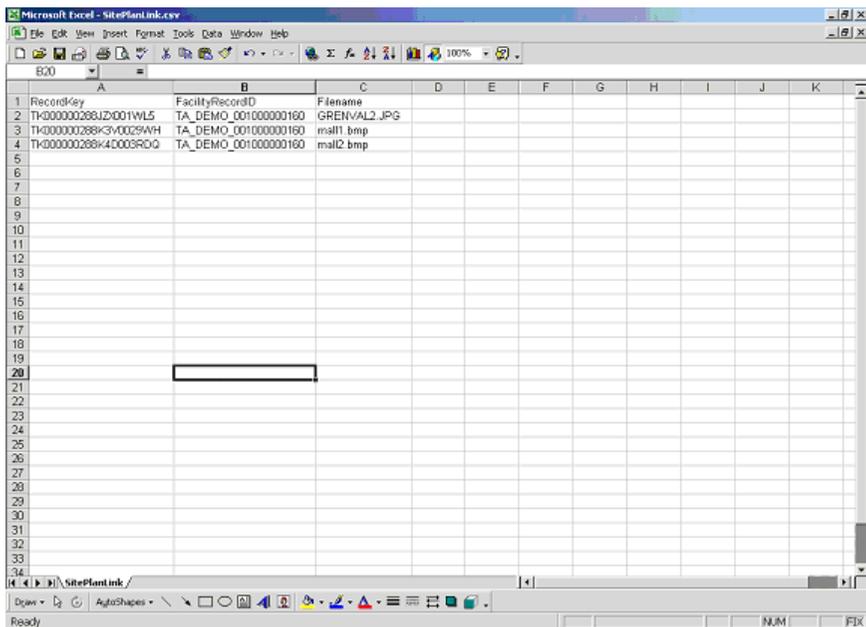
The SitePlanLink.CAM window can be closed by either of the following steps:

- Select “File/Close”
- Select “Window/Navigator”

OPENING SITEPLANLINK.CAM USING MICROSOFT EXCEL

1. Export a single or group of CAMEOfm Facilities or Special Locations
2. Unzip the resulting .zip export file
3. A SitePlanLink.mer file should be found along with the other unzipped files
4. Change “SitePlanLink.mer” to “SitePlanLink.csv”
5. Open in Microsoft Excel

Example CAMEOfm SitePlanLink.CAM file Opened in Microsoft Excel



- 
6. Use “cut-and-paste” and other Microsoft Excel functions to insert data to be linked.
 7. Create correctly formatted “RecordKey” ID numbers for each row
 8. Save the file as “SitePlanLink.csv”
 9. Close Microsoft Excel
 10. Change the file name to “SitePlanLink.mer”
 11. Zip the file, or copy back to original exported CAMEOfm export .zip file
 12. Import .zip file back to CAMEOfm

Getting Data Out

MAKING REPORTS IN CAMEOfm

CAMEOfm Make Report Function

1. Activate CAMEOfm
2. Open the appropriate CAMEOfm module
3. Select the desired record(s)
4. Select the "File/Make Report" menu
5. Select data to include in report

Copy-and-Paste to Microsoft Word

1. Perform Steps 1 - 5 from above
2. Highlight text you wish to paste into Microsoft Word
3. Select the "Edit" menu
4. Select "Copy"
5. Paste into Microsoft Word

CAMEOfm Reports using Microsoft Excel

1. Activate CAMEOfm
2. Open the appropriate CAMEOfm module
3. Select the desired record(s)
4. Select the "File/Import/Export" menu
5. Export data to .zip file
6. Minimize or close CAMEOfm
7. Unzip the .zip export file
8. Select the .mer file(s) containing desired report information
9. Change ".mer" file extension(s) to ".csv"
10. Open in Microsoft Excel and create the report

.....

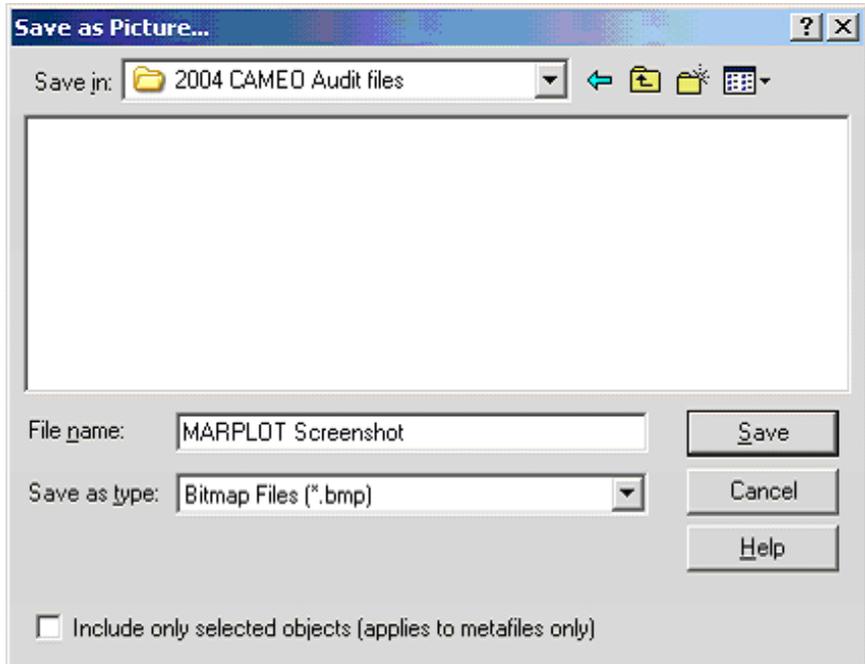
Example: Creating an “Owner” Mailing List

1. Activate CAMEOfm
2. Select the “File/Import/Export” menu
3. “Export All CAMEO Data”
4. Unzip the exported file to a folder
5. Change the “Contacts.mer” file to “Contacts.csv”
6. Open “Contacts.csv” in Microsoft Excel
7. Delete all contacts that are not “owners”
8. Delete all Microsoft Excel Columns except those containing name and address data
9. Use Microsoft Word “Mail Merge” function to create and print the list of names and addresses; these could be printed to labels or to envelopes, depending on your printer settings

SAVING MARPLOT SCREENS AS A BITMAP

1. Select the “File” menu
2. Select “Save as picture”

Example MARPLOT Save as a Picture screen



The MARPLOT screenshot is now an "image" file. The .bmp file may be converted to .jpg or .gif using any photo editing software (i.e., Paint, PhotoShop, etc.).

Copy-and-Paste into other Software Programs

There are several ways to save MARPLOT screenshots to other software applications. Here are two methods:

Method 1

1. Save the screenshot as a .bmp file following above instruction
2. Insert or paste the .bmp file to the desired software

.....

Method 2

1. Activate MARPLOT
2. Set the screen layers and scale as you wish to have it “saved”
3. Select “ALT-Print Screen” from your computer keyboard
4. Activate the software where you wish to paste the picture
5. Select “CTRL-V” from your computer keyboard

There are other methods to move the MARPLOT screen to another software. Some of the same processes will also move ALOHA and CAMEOfm screens to other programs.

Saving MARPLOT Screenshots to CAMEOfm Site Plans

1. Save the MARPLOT screen as a .bmp file to the CAMEOfm Site Plans folder
2. You may now “link” the MARPLOT .bmp file to a CAMEOfm Facility or Special Location Record (see *Linking CAMEOfm Site Plans to CAMEOfm Records*)

SAVING ALOHA INFORMATION

Displaying Multiple ALOHA Plumes on MARPLOT Maps

Although ALOHA 5.3 can produce three footprints simultaneously, those footprints differ ONLY by Level of Concern values. You may have need to display multiple ALOHA footprints for differing Wind Direction, Wind Speed, Source Options, Amount Released, etc.

To display such differing ALOHA footprints, you may use the MARPLOT Layer and Draw Tool functions to “trace” the footprints, thus creating new MARPLOT objects. Once the object is created, you may “save” or “print” the MARPLOT screens as discussed in above sections.*



Note: Recommend use of the “Polygon” tool to “draw” the ALOHA various footprints on MARPLOT.

Saving ALOHA as .alo Files

The ALOHA “File/Save” or “Save As” menu allows you to save the current ALOHA information as a .alo file. .alo files can be opened back to ALOHA in two formats: Response Mode or Planning Mode. Use the ALOHA “Help” menu to determine which mode is best for the situation.

Copy-and-Paste into other Software Programs

The five ALOHA output screens can be transferred to word-type programs using “copy-and-paste” functions.

Copying to Microsoft Word

1. Activate ALOHA
2. Activate the output screen to be copied (Footprint, Concentration, Dose, or Source Strength)
3. Select the “Edit/Copy” menu
4. Paste into Microsoft Word

The Text Summary information may also be pasted in Microsoft Word, but the process is slightly different. Use you mouse to “highlight” the text you wish to copy, then use the "Edit" menu or right-click to “copy-and-paste” the selected text.

Another “copy-and-paste” option is to use the “Alt/Print Screen” and “CTRL-V” keyboard functions. You can transfer all five ALOHA output screens simultaneously using this method.

Sharing Data with Other CAMEOfm Suite Users

IMPORTING/EXPORTING CAMEOfm DATA

Exporting All CAMEOfm Data

1. Activate CAMEOfm
2. Select "File" menu
3. Select "Import/Export", and then select "Export"
4. Select "Export All CAMEO Data"

This exports all CAMEOfm records and associated MARPLOT and Site Plan Links. It does not export the actual Site Plan image files.

Exporting Selected CAMEOfm Data

1. Activate the CAMEOfm module from which data will be exported
2. Conduct a search to select the record to include in the export
3. Select "File" menu
4. Select "Import/Export", and then select "Export"

IMPORTING/EXPORTING CAMEOfm SITE PLANS

CAMEOfm Site Plans are image files located in the Site Plans folder. To share them with another user, the actual image files must be transferred.

1. Right-click on the "Start" button from the bottom taskbar
2. Select "Explore"
3. Find and open the CAMEOfm Site Plans folder
4. Select the image files to be transferred
5. "Copy-and-paste" to a folder or external storage device
6. Paste into the CAMEOfm Site Plans folder on the target computer

IMPORTING/EXPORTING MARPLOT DATA

MARPLOT data may be exported in three different formats:

- ✿ MARPLOT Import/Export (.mie) files
- ✿ Simple Point Export (.txt) files
- ✿ ArcInfo GENERATE files*

Note: Generally, it is recommended to use .mie files for MARPLOT to MARPLOT data transfers.

You may use either .mie or .txt files to export “single point” objects. Use GENERATE files to transfer MARPLOT object information to ArcInfo systems.

IMPORTING/EXPORTING LINKED CAMEOFM AND MARPLOT DATA

If your data contains “linked” CAMEOfm records and MARPLOT objects, you will need to perform two exports and two imports to transfer the data, plus copy the associated Site Plan image files as a separate operation.

One method of exporting a “linked” CAMEOfm – MARPLOT dataset is:

1. Activate CAMEOfm
2. Activate the module containing the records to be transferred
3. Select the records to be transferred using a search
4. Export the “Found Set” to a CAMEOfm .zip file
5. Return to the “Found Set” list in CAMEOfm
6. Select the “Sharing” menu
7. Select “MARPLOT/Show all on Map”; the linked MARPLOT objects should display as “selected”.
8. Select the “File” menu
9. Select “Export”
10. Export the “selected objects” to a .mie file

The two export files can now be imported to a different set of CAMEOfm and MARPLOT software. After importing the CAMEOfm record to MARPLOT, objects links should be preserved.

Data Backups/Data Recovery

CAMEOfm DATA BACKUP AND RECOVERY

To backup all CAMEOfm data, simply export all data:

1. Activate CAMEOfm
2. Select the "File" menu
3. Select "Import/Export"
4. Select "Export"
5. Select "Export All CAMEO data"

The resulting .zip file is your data backup.

DATA RECOVERY

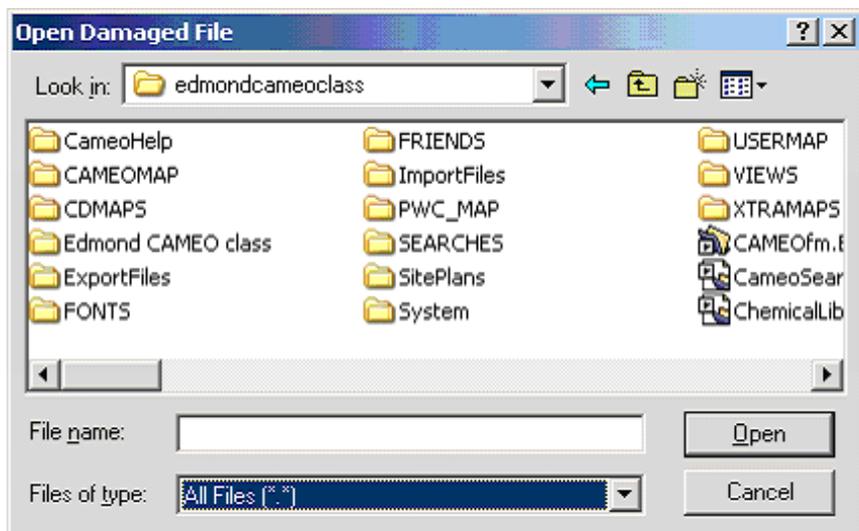
Sometimes you will see a message in CAMEOfm indicating the "file is damaged and must be recovered".

One suggested method is to use the full version of FileMaker Pro. An alternative is to use the runtime version of FileMaker that is operating CAMEOfm.

Using FileMaker Pro 5.0 Recover Function

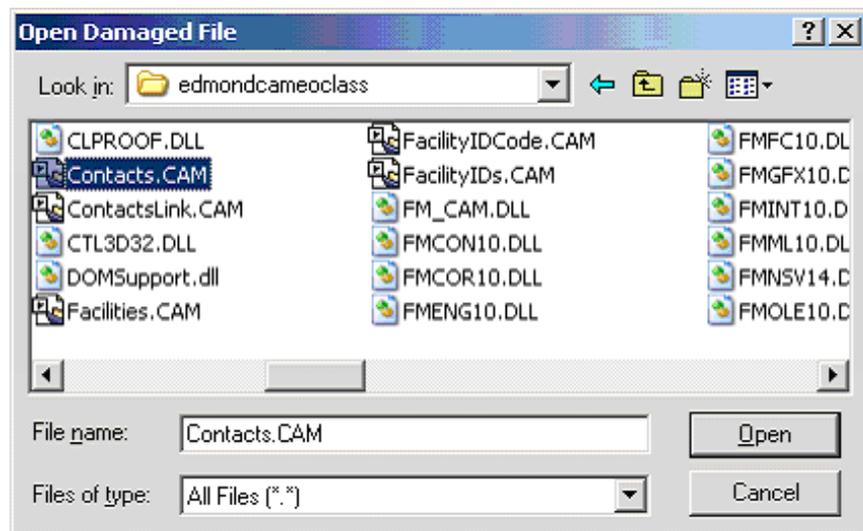
1. Open FileMaker Pro
2. Select "Cancel" from the opening screen
3. Select the "File" menu
4. Select "Recover"
5. Set recover browse box to "All Files"

Example FileMaker Pro 5.0 Recover Screen



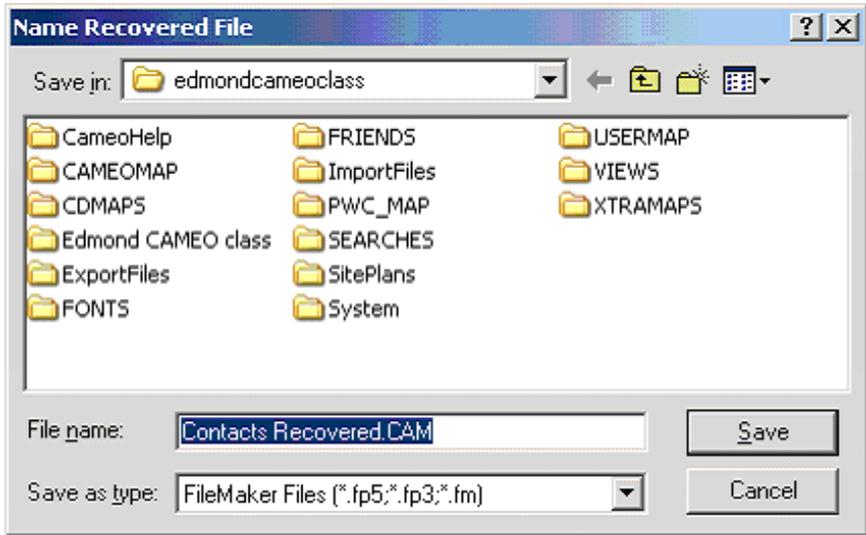
6. Locate the “damaged” file

Example of “Damaged” File in Contacts.CAM



7. Highlight and open the damaged file

Example Contacts Recovered.CAM Screen



8. FileMaker Pro automatically creates a “name” that includes the word “recovered”
9. Select “Save”
10. Select “OK”

This process should add a new “_____ recovered.CAM” file to your CAMEOfm folder.

If you recovered the file while CAMEOfm was “open”, you should now be returned to active CAMEOfm screen. If you are not returned immediately to CAMEOfm, use your Start menu to Activate CAMEOfm.

11. If the “cannot find _____ .CAM” message appears, use the resulting browse box to select the newly created “_____ recovered.CAM” file.
12. **Immediately export all CAMEOfm data!**

This version of CAMEOfm has been compromised. It is strongly recommended that you discontinue use of it immediately. Install a new version of CAMEOfm and import the saved data.

- 
1. Install a “new” copy of CAMEOfm
 2. Delete the Prince William County records
 3. Import the saved data .zip file to the new CAMEOfm.
 4. Uninstall the old CAMEOfm program, if necessary (The “old” version may have been “overwritten” during installation of “new” version).*

Note: *Be careful! Make sure you have saved all your CAMEOfm data BEFORE installing a new version. Consider making at least two .zip backup files prior to performing the installation.*

Using the FileMaker Pro Developer Edition

Data may be recovered without purchasing the full FileMaker Pro version 5.0, using CAMEOfm only.

5. Close CAMEOfm, and restart while holding the Control (CTRL) and Shift keys. CAMEOfm will open in “recover” mode.

Instructions on recovering your data using this method are found at:
<http://www.filemaker.com/ti/104177.html>

Adding LandView 5 Data to Your Hard Drive

Please read the entire process before you begin.

1. Install LandView 5 - it will install into your C: drive - you can move it to another drive, after you install it, if you want to. (This entire process will use approx. 220 mb of space)
2. Open the Maps subdirectory on the CD. Open the newly created LV5 subdirectory on your hard drive. You want them both open - resize the windows so they are next to each other.
3. Copy the Census, EPA and USGS GNIS and LV5 subdirectories from the CD into the LandView 5 subdirectory. (Yes, you will have a LV5 subdirectory inside the LV5 subdirectory).
4. Back on the CD - open the maps subdirectory then open the tiger subdirectory then open the OK subdirectory. Select all of the counties you want - Ctrl A will select all of them). Please make sure that all of the counties are moved to the same level that the MARPLOT application is at. This is very important. If you do not do this MARPLOT will not "see" the maps.*

Note: Depending on the version of Windows you are using - Windows 95 vs. Windows 98 vs. Windows XP - you should check to see if the items inside these subdirectories are locked, once you moved them into your new LandView 5 subdirectory. To check to see if they are locked - select all of them (Ctrl A) and then right lick on them - check the properties - if they are locked - please uncheck the locked box so they are unlocked.

-
5. There are three small files left on the CD that we have not moved - please copy the Marplot.glx, Marplot.lnx and Marplot.vnx file into the newly created LV5 subdirectory on your hard drive. (Make sure you unlock them after you move them .)
 6. Locate the Marplot.vnx file in your LV5 subdirectory on your hard drive and open it with Notepad or another editing program. The first line of code is:
 7. LV5 - You need to change that to match the drive on your computer (C:/LV5). This is only an example - if your hard drive is labeled Fred it needs to be Fred:/LV5. Before you launch the LandView 5 application - reboot your computer.*
.
.
.

Note: *This process was provided by Tim Wixom of Steuben County, New York Emergency Management Office.*

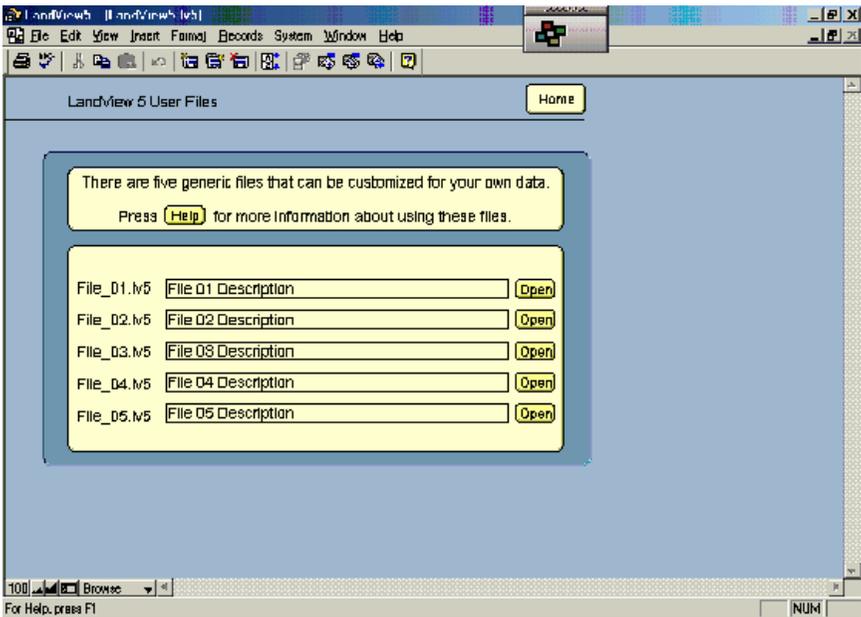
Importing Lat/Long Spreadsheets to LandView

It is possible to import spreadsheet data directly to LandView. This is particularly useful when the data includes a Lat/Long value, because the associated data is automatically “mapped and linked”.

To access the LandView “import” engine:

1. Activate LandView
2. Select the “System” menu
3. Select “User Files”

Example LandView User Files Screen



Instructions on how to import to the user files are found by selecting the “Help” button.

Displaying ALOHA Footprints in ArcView*

Note: The following is reprinted from NOAA webpage: <http://response.restoration.noaa.gov/cameo/dll8.html>

ARCMAP ALOHA IMPORT TOOL

You can add aloha_8.dll to your ArcMap 8.x or 9.x toolbar to enable the import of ALOHA footprint files. This version was released on July 23, 2004.

Downloading the Import Tool

If your browser supports FTP downloading (most current browsers do), download aloha8dll.zip (i.e., the compressed version of aloha_8.dll) by clicking the link below. Otherwise, you can use an FTP utility.

1. Download **aloha8dll.zip** (48K); the file is in zipped (compressed) format, so that it can be downloaded from the internet. It is a self-extracting zip file, so look for the file "aloha_8.dll". (Your computer may display a message that it is unable to open the file because it does not know what application created it. You can disregard this message and continue with the next step.) *Download Problems? Check our troubleshooting page.*
2. Save the uncompressed file in any section of your hard drive.

Installing the Import Tool

After you have saved the uncompressed file, "aloha_8.dll", in any section of your hard drive ...

1. Launch ArcMap
2. Right-click on the ArcMap toolbar and scroll down to Customize... (or choose the Customize... option under the Tools menu)
3. Select the "Commands" tab on the Customize window.
4. Click the Add from file... button. Navigate to the aloha_8.dll file on your hard drive. (If you don't see the file, your browser may not have automatically unzipped the compressed version. Try using Stuffit Expander.) Select the file and click Open to add the Aloha Import Tool to your available tools. Click OK.

5. In the scrollable list on the left side of the Customize... window, highlight ArcObjectTools. To the right you should see the Aloha Footprint Extension command.
6. Click and drag the hula girl icon onto your standard toolbar. Release the mouse button when your cursor becomes a vertical bar. (You need to release the mouse button at or before the last icon on your toolbar.)
7. Exit the Customize... window. You are now ready to use the Aloha Footprint Extension!
8. To remove the Aloha icon from your toolbar, open the Customize... window and drag the icon off the toolbar.

Using the Import Tool

When the footprint option is chosen from ALOHA, a file entitled alo_ftp.pas is created and placed in the ALOHA directory. This file will be deleted when ALOHA is shut down, so it is best to rename the file in case you want to import the footprint into ArcMap after ALOHA is off. Be sure, however, to retain the .pas suffix so ArcMap will recognize the file as an ALOHA footprint.

To use the ArcMap Tool, simply click on the hula girl icon. You will be guided through the import process. You will need to provide the source site of the release, either in decimal degrees or degrees, minutes, and seconds. The geodatabase that is created will have a defined coordinate system (geographic coordinates, WGS-84). This allows ArcMap to reproject the footprint layers if you have other data layers in a different, defined coordinate system.

You will also need to navigate to the ALOHA footprint .pas file and can specify an alternate name for the geodatabase (the default will be the name of the chemical released).

The mapped output will include a layer for each level of concern specified in the ALOHA .pas file. The layers will be named with these levels of concern. In addition, a balloon callout box containing the parameters of the spill and other relevant information is displayed. This box and the red dot showing the release site are graphic elements and may be moved or deleted using the graphic selection tool.

With the aid of this tool, you will be able to view and query the ALOHA footprint output with other data layers available for your ArcMap session.

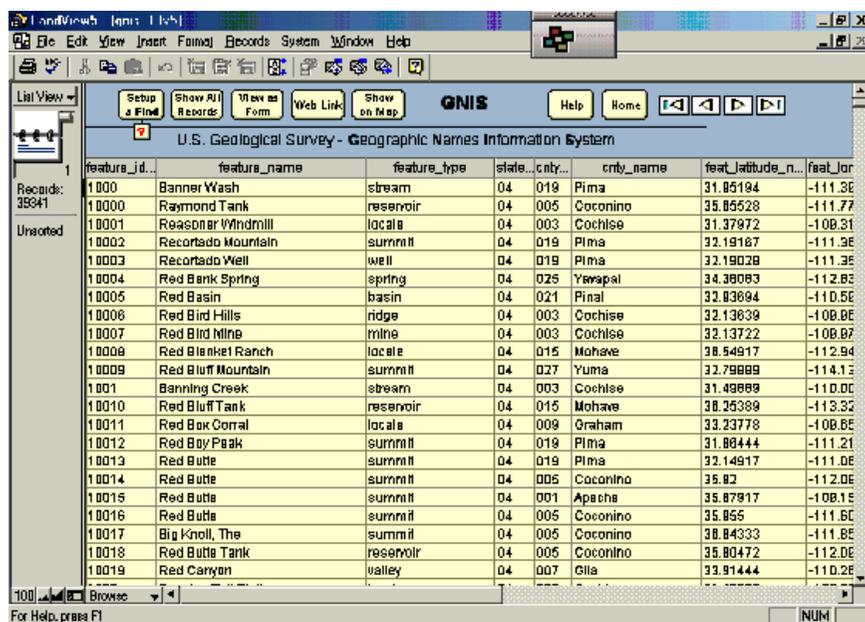
Accessing TerraServer Aerial Photos and Topographic Maps via LandView

LandView features a direct connection between the USGS Geographic Names Information System records (GNIS) and the USGS TerraServer web pages found on the internet.

The connection is accessed via the LandView USGS “Web Link” button, only if the computer in use is connected to the internet.

1. Activate LandView
2. Open the USGS GNIS database
3. Select the “View as List” button

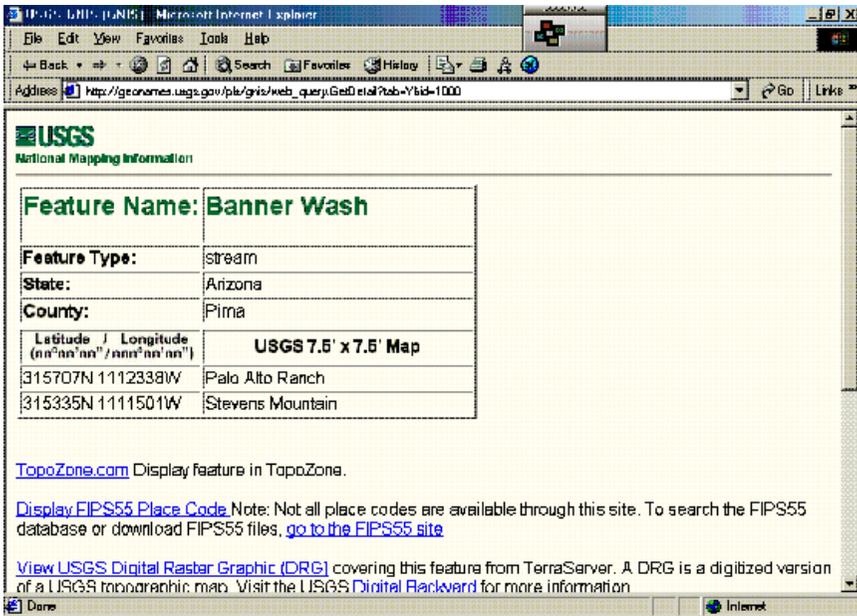
Example LandView GNIS list screen



All of the thousands of GNIS records are directly connected to the TerraServer webpage.

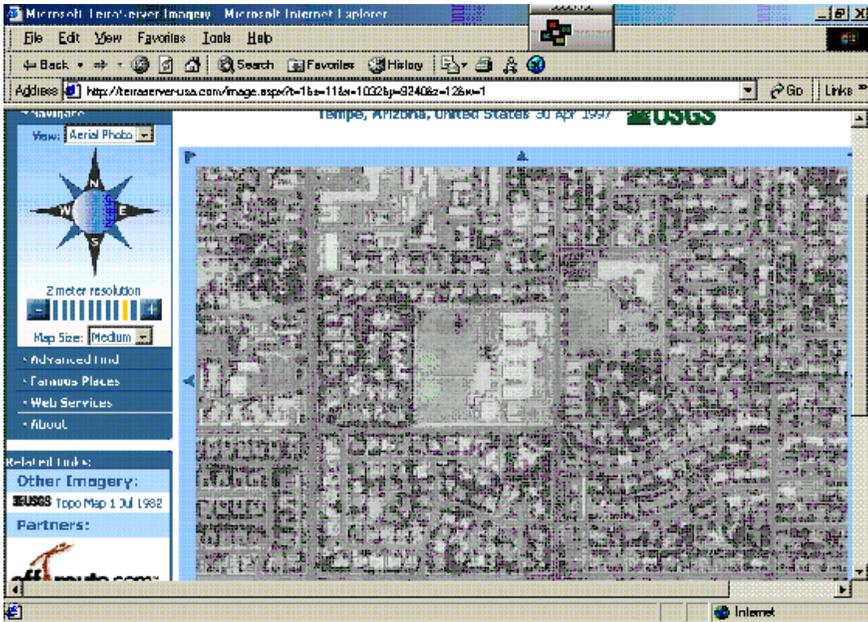
4. Select any GNIS record
5. Select the “Web Link” button

Example TerraServer Screen Following a LandView Web Link Request



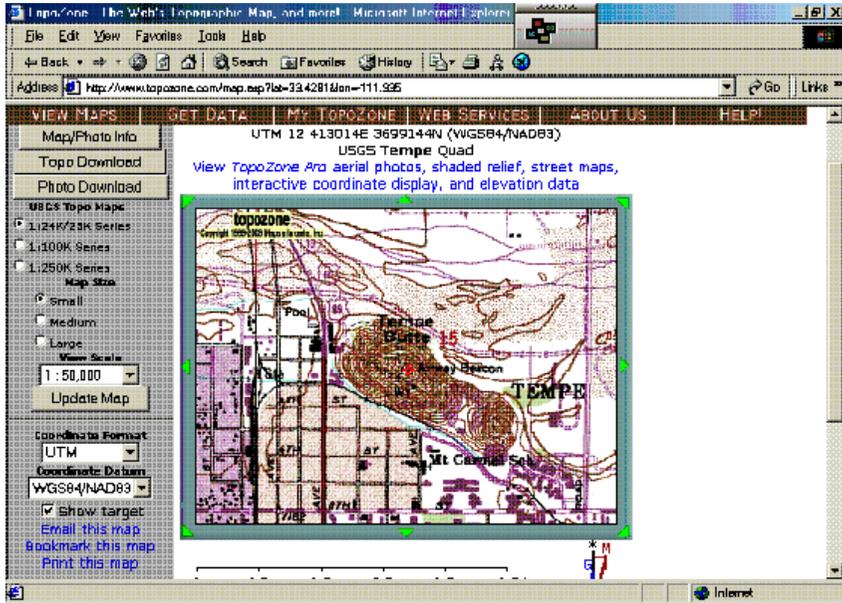
Aerial photos are found by selecting the “Digital Orthophoto Quadrangle (DOQ)” link.

Example TerraServer Aerial Photo

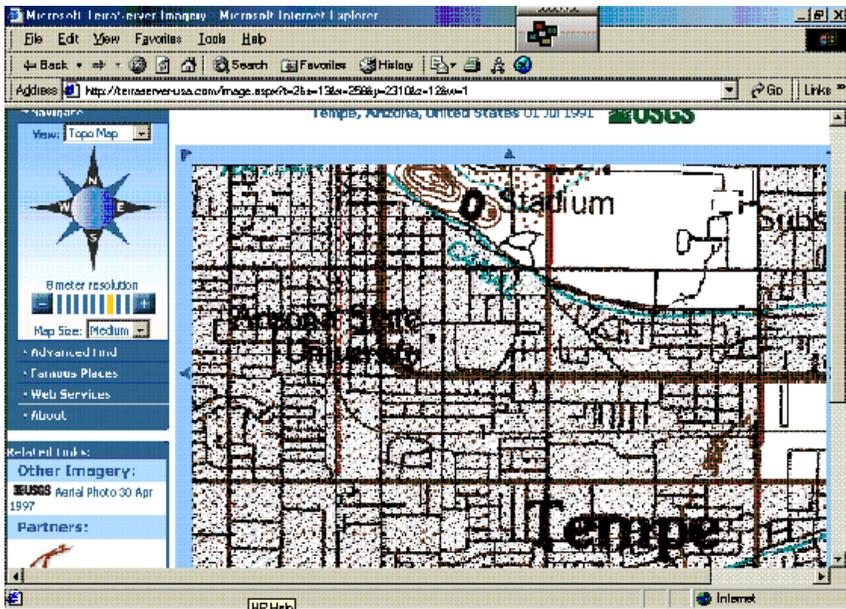


Topographic maps are accessed by TopoZone.com or the digital raster files.

Example TopoZone.com Map



Example Raster Map



.....

INSERTING TERRASERVER AERIAL PHOTOS AND TOPOGRAPHIC MAPS INTO MARPLOT

Saving the TerraServer Image to your Computer

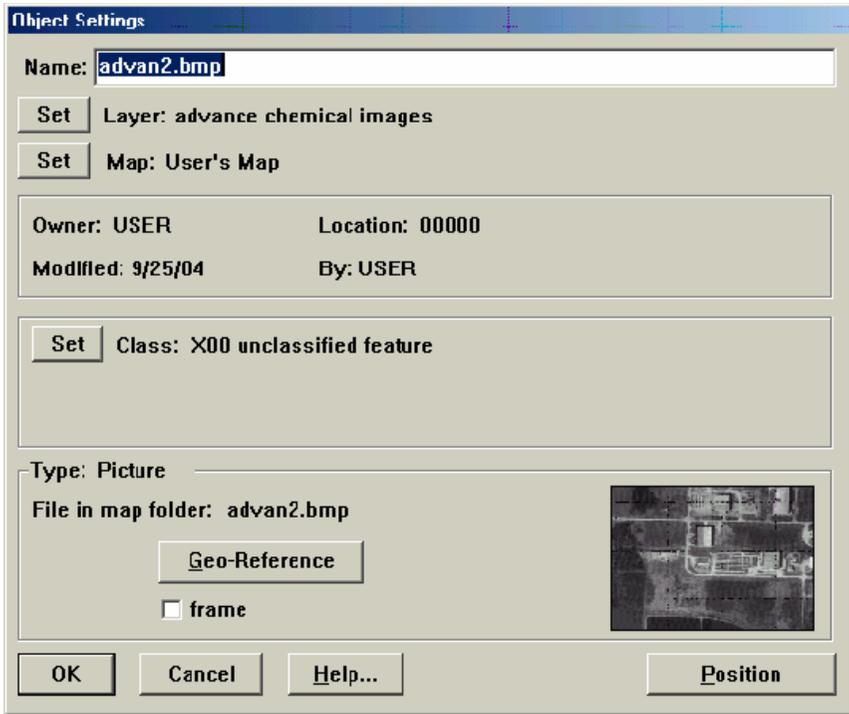
1. Activate the TerraServer webpage
2. Select the image you wish to display in MARPLOT
3. Right-click on the image
4. Select "Save Picture As"
5. Make sure to save the TerraServer image as a "bitmap" or ".bmp" file

MARPLOT only displays .bmp files. It will NOT display .jpg or .gif files.

MARPLOT Simple Insert

1. Activate MARPLOT
2. Set map display an area slightly larger than image file to be inserted
3. Create or open layer
4. Select "Edit" menu
5. Select "Insert Picture Object"
6. Select "Use Existing Map" and "File"
7. "Browse and Open" the saved TerraServer image file

Example Inserted Picture Object Settings box

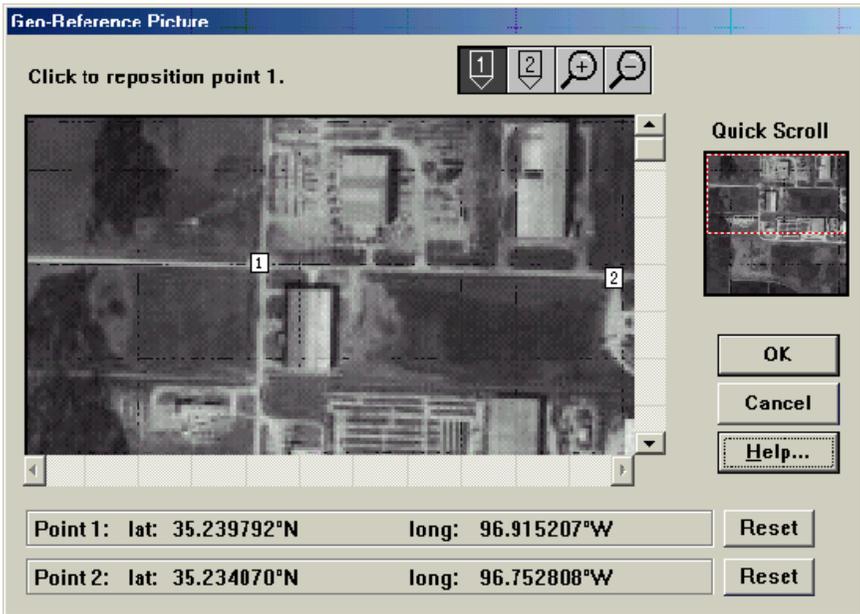


At this point, the image may be displayed in MARPLOT by selecting “OK” or you may select the Geo-Reference option to more accurately locate the image on the map.

MARPLOT Geo-Reference

Geo-Reference function allows you to specify two Lat/Long points on the image file. MARPLOT then positions the image on its map based on those Lat/Long values.

Example MARPLOT Geo-Reference Picture screen



For instructions on Geo-Referencing, select the “Help” from the Geo-Reference Picture screen.

SAVING AERIAL PHOTOS TO CAMEOfm SITE PLANS

TerraServer picture files may be saved to CAMEOfm Site Plans folder and linked to Facilities and/or Special Locations records. Saving the image files to Site Plans offers some significant benefits:

1. The image may be viewed without need of internet access
2. CAMEOfm Site Plans will accept smaller image file formats (i.e., jpg, .gif, .tif.)
3. The TerraServer image files may be altered and edited to display additional information; such as worst-case ALOHA footprints, initial isolation areas, entrance and egress areas, population counts of surrounding neighborhoods...the list of information you may wish to add to the aerial photo is endless!

Saving an aerial view of a facility to CAMEOfm Site Plans, and adding your own preplanning data to that photo, can be an extremely useful tool for HazMat responders and planners!

Index

Symbols

.bmp 29, 30, 55, 56, 74
.csv 15, 40, 46, 47, 51
.gif 29, 55, 74, 77
.jpg 29, 55, 74
.mer 16, 40, 42, 46, 47, 51, 53, 54
.mie 16, 36, 60
.txt 16, 17, 19, 20, 21, 32, 35, 43, 47, 60

A

A.R.C.H.I.E. 9
Advanced Search 39
Aerial Photo 29, 70, 71, 74, 77
ArcView 11, 36, 37, 68

B

Basic Search 39
Bitmap 54, 74

C

CAMEO website 3
Census 11, 65
Chemical in Inventory 23
Chemical Library 15
Color 11, 32
Components 3
Concentration 57
Copy-and-Paste 10, 21, 29, 30, 47, 53, 55, 57, 59
Create layer 30, 31, 74



D

Data Backup 61
Data Recovery 61
Dose 57
Draw Tool 31, 56

E

Export 11, 13, 14, 15, 16, 17, 18, 20, 23, 26, 27, 32, 40, 43, 46, 47,
48, 51, 53, 59, 60, 61, 63
Export All CAMEO Data 13, 54, 59, 61

F

Facility record 30
FileMaker 4, 9, 11, 23, 24, 39, 61, 62, 63, 64
Filemaker “Find” 23, 24, 39
Footprint 11, 56, 57, 68, 69, 77

G

General Description 10
GENERATE 16, 60
GNIS 11, 65, 70

I

Import 11, 13, 23, 27, 28, 35, 37, 42, 43, 48, 52, 53, 59, 60
Insert Picture 30, 31, 74, 75
Internet 11, 68, 70, 77

L

Lat/Long 28, 37, 67, 76
Layer List 31
Level of Concern 56, 69
Link Object 29, 44
Link this record 29, 44
“List” menu 29, 30
LOC 38
Location 14, 23, 31, 37, 56

M

Mail Merge 54

Mailing List 54

Make Report 53

Map Data 39

MapData.CAM 44, 45, 46

MapInfo 11

Microsoft 9, 11, 13, 15, 16, 17

Microsoft Excel

9, 13, 15, 18, 19, 20, 21, 28, 32, 33, 37, 40, 41, 42, 43, 46, 47, 51, 53, 54

Microsoft Word 13, 53, 54, 57

N

Navigator 46, 50

Notes 23

O

Object Settings 29, 31, 43, 75

Open layer 30, 74

Orthophoto 71

P

Planning Mode 57

“Polygon” tool 56

Print 27, 54, 56, 57

Properties 37, 65

R

Relational Database 9, 11

Response Mode 57

RIDS 10

RMP-COMP 9



S

Search 11, 24, 39, 40, 43, 59, 60
Sharing 29, 44, 45, 59, 60
Shift-click 43
Show All on Map 43, 60
Show on Map 44, 45
Simple Point 16, 17, 20, 21, 32, 37, 43, 47, 60
Site Data 37
Site Plans 29, 30, 48, 49, 50, 56, 59, 77
SitePlanLink.CAM 50, 51
Source Strength 57
Spreadsheet 9, 10, 11, 13, 15, 17, 28, 37, 46, 67

T

TerraServer 70, 71, 72, 74, 77
Text Summary 57
Tier 2 Submit 23, 24, 25, 26, 28, 39
Topographic 70, 72, 74

U

User's Map 31, 32

